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ANNUAL REPORT

OF THE

ARCHITECT OF THE CAPITOL

FOR THE PERIOD

October 1, 1985 to September 30, 1986

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This Fiscal Year 1986 Annual Report covers the period from October 1, 1985, through September 30, 1986. It represents the 11th report published by the Architect of the Capitol since the concept was revived in Fiscal Year 1976.

The purpose of the Annual Report is to record those significant events and the work accomplished by the Office of the Architect of the Capitol during Fiscal Year 1986. The report covers all activities under the Architect and is organized, as is the Office itself, into Central Office activities, including Architecture, Engineering, Administration and Construction Management, and the activities of Property Management/Buildings and Grounds.

Central Office activities are described through the Executive Committee Offices of the Assistant Architect, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer and General Counsel. In addition, the activities of the Internal Auditor, who reports directly to the Architect, are described under Central Office activities. Property Management/Buildings and Grounds activities again encompass the Capitol Building, Senate and House Office Buildings, Library of Congress, Capitol Power Plant, Botanic Garden, and Supreme Court.

George M. White, FAIA
Architect of the Capitol

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THE ANNUAL REPORT OF THE ARCHITECT OF THE CAPITOL
FISCAL YEAR 1986

The Annual Report of the Architect of the Capitol was first submitted to Congress in 1804. A report was not submitted between 1947 and 1975, although the Architect, pursuant to section 105 of Public Law 454, 88th Congress, publishes a semiannual report on expenditures from moneys appropriated to his various accounts. The Annual Report of the Architect of the Capitol was reinstituted in Fiscal Year 1976; subsequent reports have been published for Fiscal Years 1977 through 1985.

OFFICE OF THE ARCHITECT OF THE CAPITOL

The first Architect of the Capitol was appointed in 1793 by the President of the United States. During the period of the original construction (1793-1829) and major growth of the Capitol (1851-1865), appointments were made to the position of Architect at such times and for such periods as the various stages of the construction work required. The Office of the Architect of the Capitol has, however, actually been continuous from 1851 to the present.

The functions of the Office have changed materially through the years in accordance with the increased activities imposed upon it by Congress, due principally to the addition of new buildings and grounds. Originally, the duties of the Architect of the Capitol were to plan and construct the Capitol Building, and later, to supervise its care and maintenance.

Permanent authority for the care and maintenance of the Capitol Building is provided by the Act of August 15, 1876, (19 Stat.147; 40 U.S.C.162-163). This act has been amended from time to time to provide for the care and maintenance of the additional buildings and grounds placed under the jurisdiction of the Architect of the Capitol by Congress in subsequent years.

The Architect of the Capitol, acting as an agent of the Congress, is in charge of the structural and mechanical care of the Capitol Building, and of making arrangements with the proper authorities for ceremonies held in the building and on the grounds;

he is also charged with the care and repair of all works of art in the Capitol, under the direction of the Joint Committee on the Library. He is responsible for the care, maintenance, and improvement of the Capitol Grounds, including 273.7 acres of landscaping, parks, streets and parking, and has responsibility for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building.

Subject to the approval of the Senate Committee on Rules and Administration as to matters of general policy, the Architect is similarly charged with the structural, mechanical, and domestic care and maintenance of the Senate Office Buildings, including the maintenance and operation of the mechanical, electrical, and electronic equipment and the Senate subways; he is also responsible for the operation of the Senate Restaurants.

Under the direction of the House Office Building Commission, the Architect is responsible for the structural, mechanical, and domestic care and maintenance of the House Office Buildings, including the maintenance and operation of mechanical, electrical, and electronic equipment. He is also charged with the care, maintenance, and operation of the Capitol Power Plant, which supplies steam for heating and chilled water for cooling the Capitol, Senate and House Office Buildings, Library of Congress Buildings, and others.

Under the direction of the Joint Committee on the Library, the Architect serves as Acting Director of the United States Botanic Garden.

The Architect of the Capitol is also charged with the planning and construction of such buildings as may be committed to his care by Congress from time to time. The Architect of the Capitol by law serves as a member of the Capitol Police Board, the Capitol Guide Board, the House Page Board, the District of Columbia Zoning Commission, the Board of Directors of the Pennsylvania Avenue Development Corporation, and the Advisory Council on Historic Preservation. He is also a member of the Art Advisory Committee to the Washington Metropolitan Transit Authority, the National Capital Memorial Advisory Committee to the Secretary of the Interior, and the National Institute for Conservation, and serves as Coordinator of Civil Defense for the Capitol group of buildings.

The Architect of the Capitol is assisted directly by the Assistant Architect of the Capitol, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer, and General Counsel. The Architect has established these officers as an ad hoc Executive Committee to assist him in policy determination.

These individuals head the major divisions which comprise the Central Office of the Architect of the Capitol; they are responsible for the efficient management and operation of the various programs and activities of the Architect of the Capitol. These activities include architectural and engineering design, construction management, and property management, including such diverse concerns as art, photography, and real estate planning and development. Other areas of management such as legal, personnel, procurement, and financial analysis are centrally administered as well.

Also reporting directly to the Architect of the Capitol are the Internal Auditor; the Supervising Engineer, Capitol Building; Landscape Architect, Capitol Grounds; Superintendent, Senate Office Buildings; Superintendent, House Office Buildings; and Assistant Director, Botanic Garden. The Supervising Engineer, Library of Congress; Supervising Engineer, United States Supreme Court; and Chief Engineer, Capitol Power Plant, report to the Director of Engineering. The offices of the Superintendents are responsible for the care and maintenance (property management) of their respective buildings under the jurisdiction and supervision of the Architect of the Capitol.

CENTRAL OFFICE ACTIVITIES

The Central Office of the Architect of the Capitol is comprised of seven offices, including the Office of the Architect. The functions of these offices and the activities for Fiscal Year 1986 are described below:

OFFICE OF THE ASSISTANT ARCHITECT AND DIRECTOR OF ARCHITECTURE

The Assistant Architect collaborates with the Architect in the management and direction of the functions of the Office of the Architect of the Capitol. The Assistant Architect is principal advisor to the Architect in matters of architectural design of new buildings and renovations and improvements to the existing buildings under the jurisdiction of the Architect.

The Assistant Architect serves as the Acting Architect of the Capitol in the absence of the Architect. The Architecture Division and the Construction Management Division are supervised by the Assistant Architect.

Architecture Division

The Architecture Division is structured to provide services for architectural and interior design, architectural historical research, structural engineering and specifications. In addition to producing drawings and specifications for a continuing series of projects devoted to the renovation, restoration, and modification of existing buildings, the Architecture Division coordinates and reviews the work of consulting associate architects engaged principally on new construction projects.

In Fiscal Year 1986, the Architecture Division finished designs for the remaining unoccupied spaces in the Hart Senate Office Building and replanned eight Senatorial suites for the use of "systems" or modular furniture. The division prepared documents for 173 projects of various sizes and complexities. Of the 173 projects, 33 were located in the United States Capitol, 4 on the Capitol Grounds, 3 at the Botanic Garden, 55 in the Senate Office Buildings, 74 in the House Office Buildings, and 3 in the Library of Congress Buildings. Typically, architectural projects include one or more of the following tasks: on-site surveys and measurements of existing conditions, program development, extensive feasibility studies, space and furniture layouts, design and selection of furniture and furnishings, color coordination, preparation of drawings and specifications, graphic design, and supervision of the final work.

During this period, designs were prepared under the direction of the interior designer for refurbishing several private offices, committee and hearing rooms in the Capitol and the Senate and House Office Buildings. Some of these projects included carpet selection and design of bookcases. Computer furniture selections were made for Senate and House Office Buildings. In addition, new chairs were selected for one of the Capitol restaurants. In one of the Senate Office Buildings, tables were selected to replace the rostrum.

In the course of the fiscal year the architectural historian produced three major research reports and five research projects. Design documentation necessary for the accurate

replication of doors, windows and hardware for the West Central Front restoration was developed. Several historic rooms in the Capitol were restored, with appropriate paint colors, light fixtures, and mantels as a result of research undertaken by the architectural historian. Three committee rooms, as well as the public corridors, in the Russell Senate Office Building were repainted using a classical color scheme developed by the historian. At the request of the Curator's Office, room and building histories were written for public distribution.

The structural engineering work of the division includes reviewing designs and drawings prepared by the architectural and engineering staffs to determine structural adequacy or impact. The structural engineer inspects the load-bearing components on new construction projects and provides guidance for all structural modifications.

In Fiscal Year 1986 the division's structural engineer consulted with the Superintendent of the Senate Office Buildings for the installation of the Calder mobile and stabile in the Hart Senate Office Building Atrium. Erection of that extraordinary work was completed late this year. Also in the Hart Building, the engineer assisted with the installation of a metal deck paper baler at the truck entrance and consulted with the Capitol Police on their Hart Building roof antenna and with plans to demolish the interior of the Immigration Building. In the House Office Building complex the engineer investigated structural properties of the Longworth Building electrical vault and designed air curtains for the Rayburn Garage. At 501 First Street, he studied the feasibility of the new elevator. On the Capitol Grounds, the engineer conducted a property review prior to the restoration of the Bartholdi Fountain. For the Capitol Power Plant the engineer studied security measures and chimney repair. At the Library of Congress Complex he studied methods of roof repair at the Thomas Jefferson Building and at the John Adams Building, he advised on the installation of snow melting devices for a ramp.

The Technical Support Section, in addition to managing the recently installed computer-aided design system, provides construction specifications and costs estimates on an agency wide basis.

Training on the CAD system, which utilizes both dual and single screen work stations, has been initiated for several personnel of the Architecture and Engineering Divisions and will be afforded to all personnel who can effectively use the CAD output. At the close of FY 1986, schema files and database structure had been developed for four

buildings under the jurisdiction of the Architect of the Capitol.

Computerized AOC guide specifications are now available for use by AOC personnel and by associate architects and engineers under contract to the Architect of the Capitol. Computerized specifications will in the near future be required for all construction projects.

In FY 1986 the staff of the Architectural Division continued to work in close cooperation with the Construction Management Division, Construction Branch, Engineering Department, Procurement Division, supervising engineers, building superintendents, and associate architects.

In the Appendix to this report is the complete list of Architecture Division projects for Fiscal Year 1986.

Construction Management Division

The Construction Management Division is responsible for the management, inspection, and administration of major construction projects built by private contractors in any area under the jurisdiction of the Architect of the Capitol. In addition, selected projects that can be more suitably executed by in-house forces are constructed by a branch of the division. Descriptions of the functions of each of the two branches follow:

Management Branch

The overall management and "owner" control functions are provided by the Construction Management Division, Management Branch. During the design phase, the Management Branch reviews the drawings and specifications at progressive stages to eliminate ambiguities over the interpretation of the documents, thereby minimizing future contractual disputes. In those cases where construction contracts are let, bidding documents are issued to contractors.

During construction, job-site inspection and monitoring by the division ensures that the work is progressing on schedule, within the budget, and in accordance with the design documents. The branch negotiates proposals and claims, conducts progress and planning meetings, and prepares supplements and change orders. In addition, files are maintained on all submittals, including shop drawings, samples, and brochures. Payment recommendations are made for work completed, claims are reviewed, and technical assistance is provided to the Litigation Division.

The branch maintains its own technical specialists in several fields of construction, including estimating, scheduling, stonework, masonry, architectural specialties, structural steel inspection, plumbing, heating, ventilating, air conditioning, control work, and electrical work.

The Appendix to this report contains construction data on projects for Fiscal Year 1986.

Construction Branch

The Construction Branch is the "in-house general contractor" of the Architect of the Capitol's organization. Many of its projects consist of major alteration and renovation work while some involve new construction appropriately executed by in-house forces. The branch's activities cover a broad spectrum of construction-industry categories: general conditions, site work, roofing replacements, stonework, and several types of architectural, electrical, and mechanical constructions.

The Construction Branch is organized to provide its services much as a private contractor does. Quantity surveys are performed, estimates are prepared, and materials ordered. Temporary labor is hired as needed, subcontracts are let, quality control and scheduling are maintained, and punch-list items are completed. Each project is analyzed individually to determine the optimum mix of in-house and private forces. When possible, permanent maintenance personnel, wherever employed within the Office of the Architect of the Capitol, are used to reduce costs. In such cases, technical direction is given to employees who remain under the supervision of their respective superintendents.

Estimating services, including budget estimates for funding requests and detailed construction estimates, are prepared by this branch for all components within the Office of the Architect of the Capitol.

In Fiscal Year 1986 the Construction Branch continued its program to evaluate new roofing and waterproofing products and technology in order to repair and replace roofs more cost effectively. In addition, the branch performed preventive maintenance on all stonework for the buildings within the Capitol Complex. The activities for the year have been included with the major items of the Construction Branch data and are described in the Appendix.

OFFICE OF THE EXECUTIVE ASSISTANT

The Executive Assistant collaborates with the Architect of the Capitol in the direction and accomplishment of the functions of the Office of the Architect of the Capitol.

The Executive Assistant is the principal advisor to the Architect for and manager of special projects conducted primarily by consultants to the Office of the Architect of the Capitol. The Executive Assistant also provides general direction for the Curator for the Office of the Architect of the Capitol, and the Art and Reference, Records Management, and Photography Divisions. The Executive Assistant is also responsible for the computerized monitoring of all maintenance and alteration projects in all areas under the jurisdiction of the Architect, in which he is assisted by the Project Scheduling and Control Officer.

The Executive Assistant serves as the Acting Architect of the Capitol in the absence of both the Architect and the Assistant Architect. He is the designated representative of the Architect to the National Institute for Conservation and performs other similar executive-level representations that may arise from time to time.

Curator

The Curator for the Office of the Architect of the Capitol, under the direction of the Executive Assistant, supervises the care and conservation of the works of art under the Architect's jurisdiction, maintains the historic records of the Architect of the Capitol and prepares exhibitions. In addition, the Curator supervises and coordinates the activities of the Art and Reference, Records Management, and Photography Divisions.

During Fiscal Year 1986 important acquisitions to the Art Collection of the U. S. Capitol and the gift collections of the Architect of the Capitol included the following:

Busts: Lincoln the Legislator by Avaard Fairbanks was donated by the artist's son Dr. David N. Fairbanks through the United States Capitol Historical Society, placed in the vestibule of the House Wing of the Capitol, and dedicated on November 7, 1985. Carl Hayden a bronze bust duplicate from the original by Stafford Rolph was placed in the Russell Senate Office Building on April 17, 1986. Martin Luther King by John Wilson, a bronze bust commissioned by Congress and unveiled on January 16,

1986 was placed on temporary display in the Rotunda. Gerald Ford by Walker Hancock, a marble bust, was unveiled December 14, 1985 and added to the collection of busts of Vice Presidents.

Paintings: Millard Fillmore, c. 1850, attributed to Sarah Miriam Peale and The Capitol from the Anacostia River by Max Weyl, c. 1900 were donated by the United States Capitol Historical Society on September 12, 1986, and acceptance was subsequently approved by the Joint Committee on the Library.

Statues: Jeannette Rankin by Terry Mimnaugh a bronze statue contributed by Montana to the National Statuary Hall Collection, was permanently placed on the first floor in the connecting corridor to the House Wing.

Manuscripts and Photographs: A notebook dated 1857-59, relating to Charles G. Talcott's work during the construction of the Capitol Extensions and New Dome, was transferred from the U.S. Army Engineering Museum. A collection of photographs was donated by Willy Arnheim dated 1961-64 relating to the construction of the stonework of the Rayburn House Office Building.

Conservation treatments were completed on the following:

The portraits of George Washington by John Vanderlyn and General Lafayette by Ary Scheffer in the Chamber of the House of Representatives were cleaned, conserved and backed with aluminum panels for security purposes, and their frames cleaned and regilded. The portraits were reinstalled in their newly gilded frames in the House Chamber on October 25, 1985.

Six portraits of Chairmen of the Committee of Ways and Means and Means were sent out to be cleaned and conserved, of which one has been completed.

Conservation of historic gold leaf frames has continued to be part of the works of art program. The overmantel mirror frame in S-218 was cleaned, repaired and regilded, as were the frames of the portraits of Charles Carroll and Gunning Bedford. In addition, the frames of the Seth Eastman paintings in the Interior and Insular Affairs Committee Room were cleaned and repaired.

Proposals were received, research conducted, and justifications written for three major conservation projects: The Apotheosis of George Washington on the canopy of the Rotunda; the plaster model for the Statue of Freedom, presently in storage at the Smithsonian's Silver Hill facility; and wall paintings on the House side in rooms H-143, H-144, H-209, H-232.

A damaged painting of the U.S. Constitution Escaping the British Squadron by Francis Muller from

the Clerk of the House's office was identified as having been loaned by the Navy in 1932. The Navy Curator agreed to perform needed conservation.

The major sculpture project was the restoration of the Bartholdi Fountain, which began in the spring. The fountain was rededicated in October, 1986. The Curator assisted with research on the history of the fountain and with the selection of the best type and color of paint to be used, as well as consulting on the progress of the sandblasting and repairs.

The conservation of the frescoed lunette of John Fitch in the Patent Corridor on the first floor of the Senate wing was completed by Bernard Rabin and his assistants in December, 1985. Overpaint applied in 1926 was removed, revealing the Fitch's original hairstyle and clothing, and damaged areas were repaired and inpainted on the basis of an early photograph.

In the Brumidi corridor in the Senate wing, twenty-four painted medallions of animals, landscapes and shields were cleaned, extensive overpaint removed, damaged areas inpainted, and varnish protection applied. In addition, the flaking paint on a grisaille lunette of trophies in the Senate Corridor was stabilized. A decorated ceiling in Room S-151 was cleaned and masked. This work was also carried out under Bernard Rabin.

The cleaning and conservation of the frieze in the Rotunda was begun by Bernard Rabin and his team of assistants in March 1986, to be completed in the next fiscal year. Constantino Brumidi, who had designed the frieze in 1859, worked on it from 1877 until his death in 1880, when it was continued by Filippo Costaggini through 1889. The final section was completed by Allyn Cox, who also superficially cleaned and retouched the entire frieze in 1953. Since then, leaking water and moisture had created unsightly streaks and discoloration. The thorough cleaning will remove grime and soot from early gas lamps. Damaged areas are being carefully inpainted with reversible pigments, restoring the convincing trompe-l'oeil effect of a sculpted relief intended by Brumidi. Brumidi's sketches and early photographs are being used as needed to fill in missing details. Important information about Brumidi's fresco technique as compared to Costaggini's is being gained. The project will be documented in a detailed report illustrated with photographs and graphs.

During the fiscal year, the Curator's Office was involved in the preparation and installation of an increasing number of exhibitions. Advice was given

to various Congressional offices which sponsored the temporary exhibits in the Cannon Office Building. "An Artistic Discovery," sponsored by the Congressional Arts Caucus and installed in the Cannon tunnel. It was composed of the winning entries in high school competitions sponsored by Representatives from 240 Congressional Districts. The Caucus staff was aided in the organization of the competition and in the arranging, hanging and labeling of the oil paintings, prints and drawings displayed.

An exhibition on the "Restoration of the Frieze" was assembled by this office. Photographs as well as materials and tools used by the conservators were displayed.

Significant loans of works of art from the Capitol collection included two drawings from the Report to the Congress on the Master Plan for Future Development on Capitol Hill to the Pennsylvania Academy of the Fine Arts for "Drawing Toward Building: Philadelphia Architectural Graphics 1732 - 1984" (September, 1986 - March, 1987); and four master plan drawings reproduced for the Smithsonian Institution Travelling Exhibit Services (SITES) for "Federal City Exhibit". Returned from loan were the Flag of Liberation and seventeen drawings from the National Building Museum.

Research and the disemmination of knowledge about the Capitol took place through the following activities:

U.S. Capitol Historical Society Fellowship began with the first fellow, Thomas Somma of the University of Delaware, in September, 1986. The Fellowship is jointly administered by the Society and the Architect of the Capitol. Over one hundred announcements were sent to academic departments and professional newsletters and journals across the country. Three fellows were selected for the first year by a committee approved by the Architect and President of the Society. Funding is supplied by the Society, while the Curator's Office offers space and assistance to the fellows.

The U.S. Capitol Guides were assisted by the office on a number of occasions this fiscal year. The Curator's Office, along with the architectural historian, gave educational talks and tours to the guides relating to the art and architecture of the Capitol. In addition, background materials on the buildings and grounds were provided to the Guide Service.

Research projects this year included numerous room and building histories and press releases, including descriptions of Rooms S-109, H-209, H-219,

S-242, and the Hart Building; the chronologies of the Model for the Statue of Freedom and Rescue and Discovery,; the Bartholdi Foundation, a Lincoln portrait attributed to Douglas Volk, the Old Senate Chamber mantels, and Impeachment Trials in the Senate Chamber. In addition, assistance was given to Florentine Films preparing a program for the Bicentennial of Congress, and to Henry Hope Reed for an architectural history of the Capitol. The office also assisted with the selection of photographs for a Connoisseur Magazine article on the Architect of the Capitol, as well as with proofreading of manuscripts relating to the history of the U.S. Botanic Garden, and corrections for several manuscripts of guides to the Capitol. Numerous researchers were assisted (see Art and Reference Division report.)

The Curator's Office directed the final editing and production of the 1984 Annual Report of the Architect of the Capitol and edited the majority of the 1985 report.

Long-range planning, in coordination with several divisions, was made for the microfilming of architectural drawings and records, the computer index of drawings and photographs, and archival storage. An accession form for gift collections was prepared. To aid researchers, the most frequently requested slides were organized by subject.

In accordance with the records schedule, records of the Office of the Architect of the Capitol preserved on microfilm were appraised for permanent retention. Manuscript letters of the Commissioners of Public Buildings were transcribed. Encapsulation of letterpress books and archival organization of the backlog of records continued with additional summer help.

Progress continued on developing the most suitable computer program for cataloguing the art collection. Over 200 objects have been indexed. Statues in the Capitol were measured in all dimensions for the catalogue.

Two talks and eight special tours were given by staff to professional groups.

Art and Reference Division

The Art and Reference Division functions as an archives and reference library within the Curator's Office. The collection contains numerous primary and secondary sources concerning the Capitol and early Washington. Users include Members of Congress, schools, researchers and the media, as well as the Library of Congress and Federal Information Centers.

During the fiscal year the division provided reference assistance to many members of the scholarly community including Charles M. Harris, Editor of the William Thornton Papers, Tee Lofton, author of Washington Beginnings, and Henry Hope Reed and staff. In addition, assistance was also provided to Lynn Cheney, a writer for Washingtonian Magazine, for an article on flags, the Congressional Quarterly for routine questions regarding the Capitol; and the U.S. Capitol Historical Society for their compilation of a bibliography of the Speakers of the House of Representatives.

In preparation for the bicentennial of the Constitution, the division provided much information to the Commission on the Bicentennial regarding the Capitol, signers of the Constitution, and the painting Scene at the Signing of the Constitution. The division answered hundreds of requests for information regarding the ordering of reproductions of Scene at the Signing.

The division averaged over 100 telephone calls a month; the Curator's Office totaled approximately 1200 calls during the fiscal year which were answered by telephone or by mail. The AOC staff borrowed 156 books from the Library of Congress and a total of 106 researchers came to the office to conduct research.

Records Management Division

The Records Management program falls into four main areas of activity: the maintenance, systematic microfilming, preservation, and disposition of records. The emphasis in Fiscal Year 1986 has been the microfilming of over 3140 architectural and engineering drawings in the records of the Architect of the Capitol. The total number of drawings filmed at the end of Fiscal Year 1986 was over 39,690 out of approximately 75,900 drawings in the Architect's collection. The microfilm aperture cards produced are available to staff and researchers to help preserve the original drawings.

The Records Management Division is responsible for cataloging and distributing prints produced by the Photography Division and for managing the slide collection. In the fiscal year 1200 packages of prints were distributed and 31 slides were cataloged and added to the collection.

Additional projects worthy of mention include: the development of a slide notebook (compiled with the assistance of the museum specialist) allowing subject access for the Architect of the Capitol's most requested slides; a survey and review of the records of the Safety/Fire Protection Division and the Personnel Division; and the assembly of four drawings cabinets (stored in the Rayburn Garage) to retire the drawings that have been filmed. The records management assistant has also aided the Photo Lab with the task of photographing the artwork of the Capitol; this project will continue during fiscal year 1987.

Photography Division

The Architect's photographers take, process, and print photographs of special events and of office projects, including construction work. They maintain photo negative and print files for historical purposes.

This three-person division supplies all still photographic services requested by the Architect's staff. Original photography on location or in the studio, black and white negative development, original 35mm color slides and slide duplicates, color transparencies and copy negatives are all routinely produced. Mounting, matting, and other finishing procedures are performed as needed and copy negatives are all routinely produced. A loan service, through the Library of Congress and outside photographic laboratories, makes available to the public and other government agencies materials for research, publication and display. Photographic experience and services are regularly loaned to several Committees to produce photography unobtainable through their usual sources.

During Fiscal Year 1986, approximately 9,582 8 x 10 inch black and white prints were produced, 1,597 negatives and transparencies were added to the files, and 5,000 prints were furnished from files or printed to order. Large formal display prints, slides and copy negatives were also made in great quantities. An itemized production schedule is on file in the Central Office of the Architect.

Major projects during Fiscal Year 1986 included the documentation of the restorations of the West Front of the U.S. Capitol and the west terrace of the Library of Congress Thomas Jefferson Building. Video documentation of the West Front Project was begun in the summer of 1985. In addition, progress photographs were made of the construction and renovation of the Dirksen and the construction of

the Hart Senate Office Buildings; this included progress photographs of the assembly of the Calder mobile in the Hart Senate Office Building. Ceremonies photographed during the year included the State of the Union Address, dedication ceremonies for the busts of Senator Carl Hayden, Vice President Gerald R. Ford, Martin Luther King, and Abraham Lincoln; the First Lady's Luncheon and the Holocaust Service in the Rotunda. Additional ceremonies included dedications of the Charles Wilkes plaque at the Botanic Garden, the new Amtrak Ticket Office, and the Capitol Christmas Tree Lighting.

New equipment acquired during the fiscal year included a 4 x 5 camera and accessories, a digital spot meter, a digital color temperature meter, heavy duty light stands and a precision mat cutter.

OFFICE OF THE ADMINISTRATIVE ASSISTANT

The Administrative Assistant is responsible to the Architect of the Capitol for the direction, management, and operation of the personnel, accounting, data processing, procurement, flag office and office services activities, and the general business affairs of the Office of the Architect of the Capitol; he serves as liaison for the Architect with the Director of Food Service and Regional General Manager on matters concerning the Senate and House Restaurants, respectively.

Accounting Division

The Accounting Division renders accounting advice and formulates financial policy for approval of the Administrative Assistant and the Architect of the Capitol. The division designs, develops, establishes, operates, and maintains the accounting, payroll, and inventory systems. These functions are performed by the Accounting Branch and the Payroll Branch under the direction of the Accounting Officer.

Accounting Branch

During Fiscal Year 1986, thirty-one current annual and no year appropriations and twenty-five

prior year appropriations were administered. Architect of the Capitol funds amounting to $98,211,316.62 were processed by the Accounting Branch for disbursement by the Washington Regional Disbursing Center, the Disbursing Officer of the Library of Congress, and the Marshal, United States Supreme Court.

A total of 9,102 obligating documents were processed during the year. These included 8,485 Architect of the Capitol purchase orders, 435 United States Botanic Garden purchase orders, and 45 contracts. In addition, the Accounting Branch processed supplemental agreements and contract change orders (e.g., for construction, personnel service, and supply contracts) which are not reflected in these workload statistics.

Rental and sales vouchers were prepared and collections were made for steam furnished to the Government Printing Office, City Post Office, Folger Shakespeare Library, the United States Supreme Court, and the National Visitor Center. Vouchers were prepared and collections made for chilled water furnished to the Folger Library and the United States Supreme Court. A total of $2,420,724.19 was collected for the sale of steam and chilled water, $2,243,344.22 for steam and $177,379.97 for chilled water.

Rental and sales vouchers were also prepared and collections made from the Monocle Restaurant for rental of property. Gasoline repayment vouchers were prepared for and collections made from authorized users. Collections of $105,934.71 were made from these rental and sales accounts.

The Accounting Branch is responsible for the preparation of a varied number of reports, including:

Monthly financial statement for current year appropriations (thirty)

Travel Data Report (quarterly)

Six-month expenditure reports

Monthly statements of transactions

Monthly contingent expenses and miscellaneous improvement reports

Year-end closing statement (Form 2108)

Various reports required by the U.S. Treasury and other agencies on a recurring or as needed basis for both accounting and payroll functions

Payroll Branch

The Payroll Branch is responsible for the processing of payrolls for weekly, bi-weekly, and semi-monthly employees whose pay is based on statutory rates, GS schedules, wage board procedures, or administrative rates. During the fiscal year pay records were maintained for approximately 2,117 permanent, temporary, and patronage employees. Three separate groups of employees are paid on a bi-weekly basis, necessitating the preparation of 79 distinct bi-weekly payrolls during the fiscal year. An average of 1,975 employees were covered by these bi-weekly pay systems during Fiscal Year 1986, representing $49,007,318.96 in gross earnings. In addition, an average of 43 employees, with earnings of $628,114.53, were paid on a semi-monthly basis. Finally, the weekly earnings of 99 employees throughout the year resulted in gross earnings of $2,784,655.95.

To prepare these payrolls, the Payroll Branch maintains a system for recording hours worked by employees; maintains schedules of salaries, hourly rates, premium pay, overtime, health benefits, payroll deductions; and directs the computation of pay checks for all employees of the Architect of the Capitol and the United States Botanic Garden. The Payroll Branch is also responsible for the computation of terminal leave payments for separating employees, and for maintaining retirement deduction records for employees of the Architect.

Data Processing Division

The Data Processing Division provides a central resource for computer services and information management. The key responsibilities of the division are divided into four major functional areas:

Operations. The Architect's computer system is in operation on a daily basis for the benefit of users throughout the Architect's office. Users gain access to the computer largely by means of remote terminals located at various users' work sites. In addition to information visually displayed on these terminals, printouts of large reports and other information are run at the central computer facility and made available to users as a service of the computer operations activity.

Systems Software. This function involves the internal logic and sequence of computer programs and

reports used to control and direct the operation of the computer itself. Systems software is generally developed by the computer vendor and includes programs for the allocation of memory, structuring of data files, scheduling computer runs on the central processing unit, assigning priorities to completed jobs waiting to be run on the printer, and related aspects of managing the resources of thecomputer facility.

Applications Software. This function has the greatest visibility from the users' standpoint because it covers the computer programs and systems needed to process information and provide reports to users. Applications software programs may be developed internally by staff of the Data Processing Division and/or the user organization or may be supplied from external sources.

Systems Analysis. This function provides the analytic support needed to develop new programs or substantially modify existing programs. Its primary focus is to help define the users' data processing requirements, and translate them into a series of steps (a "model") to serve as the basis for the detailed computer program that will satisfy the users' needs.

Major activities conducted in support of these functions include the maintenance of all existing computer programs (both systems software and applications software) as well as the development of new programs and/or major enhancements of existing software packages.

A top priority of the division is the maintenance, support and production processing of the payroll system, producing seven groups of paychecks on a weekly, bi-weekly, or semi-monthly basis to nine categories of employees. The division also assists with accounting, equipment and supply inventory, shop drawings, punch list and occupancy tracking, work request scheduling, space information, personnel, records management, and many development projects. The maintenance of the complex systems software that manages text manipulations, on-line edits, terminal transactions, and internal control of the operating system is another important duty. The operation of the computer hardware and software requires a sustained maintenance effort to support the processing work flow while at the same time assisting in the development and acquisition of new applications programs for the operating divisions of the Architect's Office. A detailed listing of the activities of the four major functional areas is on file in the Office of the Architect of the Capitol.

Flag Office

The Flag Office is responsible for all requests to the Architect of the Capitol from Members of the United States Senate and House of Representatives to have special flags flown over the Capitol for their constituents and for special presentations to various groups, organizations, schools, etc. In recent years, there has been a sharp increase in the number of flag requests processed by the Flag Office. Previously, the volume of flag orders remained relatively stable at approximately 35,000 flags annually, except during the 1976 Bicentennial Year when 62,860 flags were flown. By the start of the current decade, however, the number of flag requests had risen to over 60,000 per annum. Keeping pace with this rising trend, a record number, totaling 95,330 flags were flown during the Fiscal Year 1986, thereby more than doubling the average number of orders received throughout the last decade. In addition to coordinating the entire program, this office prepares commemorative certificates for Members to present to flag recipients and furnishes background information to answer questions by telephone or correspondence from Members, their constituents, news media and other interested parties.

This office also distributes flags that have flown on the flag poles located over the east and west central fronts of the Capitol. These flags are flown continuously 24 hours a day and are not replaced until they become worn and unfit for further official use. These historic flags are available to Members of the United States Senate and the House of Representatives for presentation to constituents who desire them because of their historical significance.

Office Services Division

This division serves the entire Architect's Office by performing a variety of support functions, such as mail distribution, in-house printing and reproduction services, furnishing office supplies to the central staff, and maintaining official files of architectural and engineering drawings of buildings under the Architect's jurisdiction. Specific activities for which the division is responsible include regularly scheduled messenger service on a daily basis for operating units of the Architect's Office located throughout the Capitol Complex;

reproducing monthly accounting statements, the annual budget justifications, contract bidding documents, and correspondence or reports distributed to Architect staff members; meeting the Architecture Division's requirements for working drawings; and mailing purchase orders and other official communications issued by the office.

In addition to its varied operations of a routine nature, the division assists on special projects that arise during the year.

Personnel Division

The Personnel Division develops personnel management policy for approval of the Administrative Assistant and the Architect of the Capitol, and implements established policy. The division plans, conducts, evaluates, and improves programs of recruitment, placement, position classification, position management, pay administration, employee benefits, employee-management relations, employee training and personnel records and reports. The Personnel Office staff provides counsel to management and employees on personnel matters and evaluates recommended employee and position and pay actions for conformance with law and Architect of the Capitol policy, and effects appropriate actions. The division processes and maintains records of personnel actions, including appointments, promotions, pay changes, training, separations, retirements, employee benefits, and similar actions. Significant activities of the Fiscal Year 1986 are summarized in the accompanying table and are described briefly in the following paragraphs.

The Architect's training program (authorized by Section 4119 of Title 5, United States Code) completed its first full year in operation. The major activities of the year included the FY 1986 Annual Training Needs Survey and in-house training. On-site training covered technical, supervisory and administrative areas. The total direct cost for the FY 1986 training program was $88,911.00 with 405 individual training occurences at an average of $220.00 per occurrence. Numerous meetings with supervisors and employees on training questions and needs were held throughout the organization.

In March, 1986, the Programs Office became an active organizational segment of the division. The office assumed responsibility for provision of staff assistance to the Director of Personnel by providing advisory and research services, developing personnel programs and policies, performing special projects,

and coordinating division-wide activities. The office also develops standard operating procedures and provides technical review and technical guidance to the servicing personnel teams.

The Personnel Division staff processed the issue and reissue of all employee photo-identification cards. All pay checks are distributed through this division.

The Federal Employees Health Benefits annual open season was conducted in November and December. The Personnel Division staff scheduled and met with employees, both on an individual and group basis, to answer their questions and assist them with the comparison of the various features of the plans.

The January, 1986, pay raises for approximately 2,000 employees were documented and processed.

The automated data processing system for personnel transactions and records, designed in collaboration with the Data Processing Division has been fully implemented. This system provides for streamlining the way in which (1) employee and position data is maintained; and (2) personnel, pay and benefits actions are officially documented through use of the AOC Form 50, "Notification of Personnel Action."

Number of Personnel Actions Processed:
Fiscal Year 1986

Nature of Action	Architect's Office	Botanic Garden
Appointments	416	56
Promotions	209	4
Transfers	325	0
In-Grade Step Increases	601	16
Other Pay Changes	61	7
Separations	499	55

Procurement Division

The Procurement Division, comprised of the Purchasing Branch and the Contract Branch, is charged with the preparation and/or review of all contracts issued by the Architect of the Capitol (e.g., for construction, construction materials and supplies, services of a maintenance, professional or consultative nature) and of all requests to purchase equipment and supplies necessary for general maintenance and upkeep of buildings and ground

comprising the Capitol Complex. Upon receiving a request from a proper authority, the division prepares and processes official obligating documents in accordance with established office policies and procedures governing such areas as competitive bidding, negotiated price contract, and open market purchases, under applicable provisions of law.

Purchasing Branch

The Purchasing Branch is primarily responsible for procurement by open market purchasing in amounts not exceeding the statutory purchase limitations, as well as acquisition of items from authorized General Services Administration Federal Supply Schedules and items directly from the GSA by utilizing the Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) system. Major categories of procurement are supplies, materials, and equipment needed to maintain, operate, remodel, and restore the various buildings under the jurisdiction of the Architect of the Capitol.

In connection with placing orders, quotations for prices are solicited by mail or telephone when deemed necessary prior to the procurement of materials and supplies requisitioned by the operating units of the office. All necessary follow-up or back-up information for solving shipping, delivery, quality, or invoicing problems is provided by the Purchasing Branch, as are correspondence and/or amendments necessary for the satisfactory completion of purchased transactions.

Ancillary duties and responsibilities of a general nature that are performed by the Purchasing Branch are as follows:

Maintaining the inventory of the Architect of the Capitol Central Office equipment and records on rental equipment and maintenance contracts on purchased equipment.

Keeping abreast of the latest technological developments in office machines and equipment, including cost, application to office needs and space requirements, and supplying information to users concerning availability of equipment and furnishings, with recommendations based on past experience with performance and suitability to special needs.

Maintaining an inventory of purchased and rental vehicles assigned to various departments and making recommendations for the acquisition or disposal of vehicles, as conditions warrant.

Processing license tag renewals and tag and title applications for new vehicles.

Furnishing budget estimates and justifications on projected cost of maintaining, renting, or purchasing Central Office Equipment.

Disposing of equipment that is no longer of use to the Government by transfer to the Surplus Property Outlet of the General Services Administration and acquiring needed items from GSA that can be transferred as surplus property to the Office without charge to our appropriations.

Preparing requisitions and orders to the Public Printer for such items as printed forms, stationery, envelopes, publications and other items normally obtained from the Government Printing Office (GPO) which are utilized by various units of the Office of the Architect of the Capitol.

Placing work orders for supply of fuel, steam and chilled water to House Office Building Annex No.2.

In transaction of business during Fiscal Year 1986, the Purchasing Branch issued the following purchase orders in the categories indicated:

Category	Number of Purchase Orders	Estimated Dollar Amount
Routine Purchase orders issued for all appropriations	8,485	$ 9,630,712.92
Orders placed with the General Services Administration	122	142,620.51
Procurements for the Botanic Garden	458	159,035.63
TOTAL	9,065	$ 9,932,369.06

Contract Branch

The Contract Branch is primarily responsible for the procurement of supplies, materials, equipment, professional and maintenance services, and

construction work through the media of formal, advertised Invitations for Bids and, to a lesser extent, negotiated proposals as allowed in certain instances by applicable provisions of law or by nature of appropriation.

During Fiscal Year 1986, contractural obligations incurred by the Office of the Architect of the Capitol totalled $23,694,091.76, a significant increase from reported expenditures of $2,940,958.99 in Fiscal Year 1985. To render the comparison equitable, the amount of $230,027.64 must be added to the Fiscal Year 1986 amount, representing the net increase for additional work, under various contracts, formally authorized by the Architect through change orders; a total of 64 such formal changes were prepared by the Contract Branch for the Architect's approval during the fiscal year

Specific data on each of the contractual activities for which the Contract Branch was responsible during Fiscal Year 1986 are on file in the Office of the Architect.

Senate Restaurants

The administration and operation of the United States Senate Restaurants are provided by the Director of Food Services and his assistants, under the direction of the Architect of the Capitol. The Senate Restaurants Office provides administrative support for operations including accounting, personnel, and purchasing functions. This office directly manages the operation of the Capitol Building's four dining rooms, snack bar, and newsstand; the Senate Office Buildings' two cafeterias, Senators' dining room, carry outs, speed line and newsstands; and the catering for special functions in the Capitol and Senate Office Buildings.

Fiscal Year 1986 was a very successful year for the U.S. Senate Restaurants. Major new services in the Senate Office Buildings were opened for operation late in Fiscal 1985. The Senate Office Building food service operations now offer a style of service and menu variety to satisfy almost any requirement and taste.

The North Servery, a large random selection cafeteria, offers a wide variety of cafeteria and quick serve selections in a modern, comfortable facility. The Senate Chef is a "fast food" operation which meets the needs of many staffers. The Russell Building Coffee Shop is a most popular breakfast spot with an extremely popular supermarket style salad bar with over fifty selections daily.

The Dirksen Buffet offers a wide variety of "all you can eat" selections particularly for special occasions and small groups. The Dirksen Senators' Dining Room provides the right atmosphere for important business luncheons in a relaxed manner.

Financially, the fiscal year was very successful. Low inflation rates, a busy Senate session calendar, and substantially increased banquet sales resulted in a profit of $315,000 on sales of $5,528,000.

Fiscal Year 1986 was budgeted at a profit of $50,000. The budget did not include exceptionally high banquet sales which can be traced to the additional capacity provided by the Hart Building facilities. In addition, the Senate calendar exceeded the budget for number of days in session in the fiscal year. The combination of exceptionally high banquet sales and the Senate calendar resulted in profits substantially over budget.

The Special Function Department provided services for many VIP's and heads of state in Fiscal Year 1986. Services were provided for Mrs. Reagan, the President of the Philippines, the President of Mexico, the President of Uraguay, the President of Honduras, the Vice President of Argentina, the Prime Minister of Pakistan, the Prime Minister of Korea, the Prime Minister of Sudan, the Prime Minister of Israel, and the Prime Minister of Singapore.

In the fiscal year the Washington Rabbinical Council approved the U.S. Senate Restaurant as a provider of kosher food service for certain special functions requiring kosher food. In Fiscal Year 1986 nine kosher special functions were served.

Plans were developed in 1986 to renovate certain areas of the Dirksen Main Kitchen, the Capitol Snack Bar and the Russell Building Coffee Shop service area.

Menus throughout the restaurant system are reviewed and revised as indicated by current industry trends, customer acceptance, market conditions and nutritional concerns. Customers throughout the restaurant industry are becoming more concerned about good nutrition. The Senate Restaurant currently provides a variety of food services that should satisfy any nutritional concern. These nutritional concerns will become more of a controlling factor in menu revisions in the future.

Computer technology began to become a reality in the Senate Restaurants in Fiscal Year 1986. The Senate Restaurant Accounting Office began the implementation of a major automated accounting system that when fully implemented will perform all accounting functions while tracking inventory and

planning the menu production requirements. It is anticipated that the system will take several years to fully implement. In the meantime, the food production for the Senate Chef and major portions of the North Servery and Buffet is being planned by Symphony software on Sperry personal computers. The automated system has proven financially effective in keeping raw food costs at minimum levels, resulting in increased profits.

House Restaurants

On January 1, 1985, the Architect of the Capitol, acting as the agent for the Committee on House Administration, assumed the responsibility for the management of the House Restaurant system. During the first two fiscal years (1985 and 1986) of management, several changes were made relating to the operation of the system, including changes in the personnel program, salary adjustments, and training.

The Architect administers the operation of the Capitol Building's Members Dining Room, the Congressional Restaurant, the Capitol Carry-out; the House Office Building's cafeterias and carry-outs; the Page Feeding Program; and the Catering Departments in the Capitol and House Office Buildings.

The day to day operations of the House Restaurants System are provided by the General Managers of the system under the direction of the Architect of the Capitol. The Administrative Officer of the House Restaurant Office provides support for operations including accounting, personnel, and purchasing functions.

During Fiscal Year 1986, the Architect of the Capitol requested and obtained approval of the Committee on House Administration to increase menu prices. The increased menu prices represented a 10% across the board adjustment for the restaurant facilities and a 20% across the board adjustment for all catered events. The need for the increase was based on escalated food and labor costs from 1983 through 1986, since the system prices had not been increased during this time period. The House Restaurant Catering Departments provided services for the Vice President, Members of Congress, members of the President's Cabinet and numerous heads of state.

OFFICE OF THE DIRECTOR OF ENGINEERING

The Director of Engineering advises the Architect of the Capitol regarding engineering planning, design, and maintenance, including modifications and new work to be done under contract. The director coordinates and manages projects having implications across organizational lines. The Office of the Director of Engineering designs, implements, and controls preventive maintenance programs and procedures relating to engineering structures and equipment.

The Chief Engineer Capitol Power Plant; Supervising Engineer, Library of Congress; and Supervising Engineer, United States Supreme Court, report to the Director of Engineering. Their duties and Fiscal Year 1986 activities are described in this report under their respective buildings.

The Director of Engineering is responsible for the operation of a number of engineering divisions within the Central Office of the Architect of the Capitol, including air conditioning engineering, electrical engineering, elevator engineering, general engineering, fire and safety engineering, and electronics engineering.

Air Conditioning Engineering Division

The Air Conditioning Engineering Division is responsible for planning and management of design and providing technical supervision over installation, replacement, modification, maintenance, and inspection of refrigeration and air conditioning systems throughout the Capitol Complex. This division also plans and manages the design, installation, and evaluation of energy conservation measures for heating and air conditioning systems, including monitoring of the chilled water and steam supplied to the various buildings under the jurisdiction of the Architect of the Capitol. Chilled water is also supplied to the Folger Library and steam to the Government Printing Office, Washington City Post Office, Union Station, and the Folger Library.

To assist the various maintenance and operating engineers in the buildings, the Air Conditioning Engineering Division prepares plans and specifications for additions and improvements to all systems and for supplies and materials purchased in substantial quantities or of a unique nature. Bids are taken and reviewed and inspections are made of all materials, equipment, construction, and

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workmanship in connection with repairs, alterations, and improvements made in the various buildings under the Office of the Architect of the Capitol.

The Air Conditioning Engineering Division designs various heating, ventilating, air conditioning and refrigeration systems and coordinates these designs closely with the architectural staff in their development of existing and/or additional spaces under the jurisdiction of the Architect of the Capitol. Feasibility studies as well as cost estimates and working drawings of proposed renovations are prepared and submitted to the Director of Engineering. Recommendations for the purchase of equipment for the aforementioned as well as installation of the same are closely coordinated with the Construction Branch of the Construction Management Division, the Building Superintendents' Offices, or the Building Supervising Engineers Office, as applicable.

Progress on major modification and renovation projects during Fiscal Year 1986 continued as follows:

House Office Buildings. In Fiscal Year 1986, all air handling unit reconstruction has been completed as part of the project to replace the air conditioning system in the Longworth House Office Building. Installation of sample air grilles continues. Review of the design documents prepared by the associate engineers for the project to install additional air conditioning to the fifth floor of the Cannon House Office Building is complete and preparation of final construction drawings is nearing completion. Approximately 25% of the construction materials have been procured.

Library of Congress. The division continues to provide assistance and coordination for the renovation and restoration of the Thomas Jefferson and John Adams Buildings. Review of design documents prepared by the associate architects and engineers for the project is complete and review of construction documents submitted by the contractors is on-going.

Senate Office Buildings. The design of three units is nearing completion for the project for the replacement of sections of the air conditioning system in the Russell Senate Office Building. Procurement of construction materials for one unit is nearing completion. In addition, field surveys of existing conditions

for nine other units have been completed. Review of the final construction documents prepared by the Associate Architects and Engineers for the project to renovate the Immigration Building for the United States Capitol Police has been completed. The review of construction drawings continues.

The Air Conditioning Engineering Division continues to coordinate the Program for Energy Conservation (P.E.C.) for the Capitol Complex. The purpose of this program is to investigate and catalog all energy-using equipment associated with normal building operation and to develop an organized system of automatic and manual control to reduce the energy used by this equipment while still serving the fundamental needs for which it is intended. A complete list of projects, including a P.E.C. update, is on file in the Central Office of the Architect of the Capitol.

Electrical Engineering Division

The Electrical Engineering Division is responsible for planning and management of design; providing technical supervision over the installation, modification, inspection, maintenance, and repair of electrical systems throughout the Capitol Complex; lighting for the Capitol Grounds; power distribution systems (substations); and components and assemblies and operators related to sound reinforcement systems, the electronically operated clock and legislative call system, and birdproofing systems.

The division is involved in the design of miscellaneous in-house construction projects, the numerous supporting functions that relate to other electrical groups such as the Construction Management Division, individual building electrical shops, and other engineering disciplines under the jurisdiction of the Director of Engineering, and design review with architects/engineers engaged by the Architect of the Capitol for major construction projects.

During Fiscal Year 1986, the division was involved with over 138 in-house construction projects. Additional projects included assisting with the preparation of the temporary television system for the Senate Chamber; surveying electrical transformers containing polychlorinated biphenyls (PCB's) and making plans for replacement; and monitoring computer power disturbances.

The Electrical Power Branch performed the combined maintenance and required operation of all incoming electrical systems and equipment from the utility point of termination up to and including the building main secondary service switchgear. This included work on the Capitol Grounds, a large part of the street lighting, the 15 KV incoming switchgear, all 15 KV cable, network transformers, and associated load carrying business. In addition to the cleaning, maintenance, repair and replacement of the grounds lighting system, and the continual preventive maintenance on electrical transformers, switchgear, and its associated control battery banks, the Electrical Power Section also provided labor to install other projects as assigned.

This group also answers calls from numerous outside groups for assistance in providing electrical power needed in the performance of their respective activities.

Elevator Engineering Division

The Elevator Engineering Division performs engineering, planning, and management of the installation, modification, and maintenance of elevators, dumbwaiters, escalators, subway cars, kitchen conveyors, and related machinery throughout the Capitol Complex. This division is responsible for providing technical control and supervision over a work force of approximately 46 mechanics working in the various buildings under the Architect of the Capitol; it establishes in conjunction with the Director of Engineering a computerized preventive maintenance program for use by operating units and monitors the activities performed under the program; and it oversees the periodic testing, inspection, and recabling of over 200 units of elevator equipment in all buildings.

The division's main effort of concentration during Fiscal Year 1986 was the in-house work associated with the renovation and restoration of Elevators No. 1 and No. 2 in the Thomas Jefferson Building, Contract No. ACcong-84034. The objective of this project was to reproduce these two elevators as precisely as possible to the original 1892 cab and entrance configurations within the confines of the modern elevator code. The two elevators were originally installed by the Stokes and Parrish Elevator Company of Philadelphia, Pennsylvania in 1892, and were modernized by the Otis Elevator Company in 1925 and again by A. B. See Elevator Company in 1936.

The demolition and removal of the existing 1936 elevator equipment on Car No. 1 had been performed in Fiscal Years 1984-1985 by the cable and test crew with the assistance of the Library of Congress elevator shop. This equipment removal was required prior to field installation activities by the elevator contractor. The contractor commenced field work on Car No. 1 at the end of the Fiscal Year with a completion date, anticipated for November 1987.

This project requires a great deal of attention due to the precise and exact tolerances required to interface the new elevator equipment within the confines of the existing hoistway and entrance configurations. This project requires the relocation of one main rail to precisely accept the new elevator cab, which was an exact dimensional reproduction of the original 1892 cab. An exact cab placement position was required in order that the rear cab window exactly align with the existing hoistway windows. These hoistway windows view the inner courtyard when the car stops at four landings.

New bronze landing door and jamb extension panels were installed to replace the 1936 panels. The jamb extensions were reduced in thickness in order to produce the illusion that the door and extension panels were one and the same. The original landing door configuration, was one of open grille arrangement, with one panel sliding behind a stationary panel for cab access. The reproduction of the open grille arrangement was prohibited due to present day elevator safety codes. However, a visual reproduction was made using photo etching. Using the design from the spindle of the interior of the cab, a pattern was etched on the bronze panels to give the illusion of the original open grille.

The 42 bronze spindles that are located within the cab interior were individually produced by a digital lathe. A master wooden spindle was used as a tracing pattern for spindle production. This spindle was patterned from 1898 photographs which revealed enhanced detail. Many wooden spindles were made until a master with the required quality and exactness was produced. The silkscreens for producing the landing door etchings were produced by taking the three dimensional wooden master spindle and tracing it with a CADD System to produce a two dimensional image. This two dimensional image was then used as a pattern in making the silkcreen for door etching.

The existing open grilles above the elevator entrances were removed and then reinstalled by in-house personnel after they were stripped, reoxidized and then lacquered. Code conforming safety glass will then be installed behind these grilles to repoduce the open grille effect that existed prior to 1936, when solid bronze back plates were installed. This glass installation should commence with in-house forces in Fiscal Year 1988.

In Fiscal Year 1986, the division continued the two-year program in the Capitol Building to provide fire service modifications to all elevators. Fire service specifications were generated and a contract was awarded for the remaining nine cars in the building. Field implementation commenced in the fiscal year with a completion date anticipated sometime in Fiscal Year 1987.

In addition to the continuing preventive maintenance program in the various buildings, all elevators were subjected to periodic inspection and test procedures by the Central Elevator Inspection and Test Crew. This crew also performed major repairs and recabling of all units. The crew was responsible for the regular maintenance of the elevators in the Capitol Power Plant, automatic doors in the Senate Garage, and the carillon motors

and console in the Taft Memorial.

Each elevator shop followed a computerized preventive maintenance program for elevators, escalators and other assigned equipment, consisting of weekly examinations of all relays, control equipment, generators, hoist motors, gears, bearings, selectors, signal systems, governors, and all other safety devices. Worn or damaged parts were replaced during the routine examinations, and adjustments were made when necessary to obtain the best possible performance of the equipment.

General Engineering Division

The General Engineering Division serves in a general advisory capacity to the Director of Engineering and is responsible for providing technical expertise in the accomplishment of a broad range of projects including matters of design, construction, operation, and maintenance of the application of mechanical, electronic, and electrical engineering principles, methods, and techniques.

The division participated in the development of bid documents for the Library of Congress Renovation & Restoration Project; supervised the modifications to the Senate Chamber sound system to enable live radio broadcast of the Senate's proceedings on public radio; and made the investigations to develop alternate routes for the extension of Capitol Hill steam and chilled water distribution systems to Union Station and the future Administrative Court Building.

An additional major emphasis was the administration of the Congressional Speech Reinforcement System Operators and related equipment and the Legislative Clock System Electronics Group and related equipment. The electronic equipment section is responsible for all sound systems throughout the Capitol Complex including the sound operators for the Senate Chamber and House Chamber public address systems.

Electronics Engineering Division

The Electronics Engineering Division plans, schedules, directs, and coordinates work relating to designing, installing, maintaining, repairing, adjusting, calibrating, and operating closed-circuit television, intrusion detection, x-ray inspection, and metal detection security systems.

This division, formed under Director of Engineering in October 1974, is responsible for the maintenance and repair of the electronic and

computer controlled security systems installed throughout the Capitol Complex under the authority of House Concurrent Resolution 550, 92nd Congress, as amended.

The duties of the division also include all security systems in the Capitol Complex, the installation and maintenance of the cable TV and data distribution system, the electronic HVAC, security, fire, life safety, and book conveyor control systems in the James Madison Memorial Building and the Hart Senate Office Building, and the electronic controls for the energy management and conservation system.

During Fiscal 1986, as part of the construction of the Hart Senate Office Building, the division reviewed the installation of security systems and cable distribution in the building. In addition, the division was given the task for the design, procurement and installation of a television facility for the United States Senate. This project required staff to process over 110 procurement documents with a cost exceeding $1,400,000. Trial coverage of the Senate proceedings began in March, 1986, with the Senate voting for permanent coverage July 29, 1986.

The division also implemented in Fiscal 1986 an upgrade of the existing security systems. This $1,900,000 project will provide a new video switching system by allowing up to 300 video cameras to be controlled by one to twelve operators.

During Fiscal Year 1986, more than 450 purchase requisitions and other procurement documents were submitted by this division, accounting for more than $900,000. This total reflected more than 1800 purchase line items that served to replenish the $400,000 inventory and also satisfied more than 3,300 stock requests. Future improvements to this automated management tool will directly interface with the above and will provide the ability to track equipment and parts utilization and to schedule work efforts more efficiently.

Fire Protection and Safety Engineering Division

This division is responsible for a variety of duties with respect to the fire and life safety needs of the occupants of the buildings under the jurisdiction of the Architect of the Capitol. Duties of the head of the division include development of plans and specifications for fire protection systems in new and existing buildings, collaboration in the preparation of technical specifications for the procurement and installation of new equipment or repair and upgrading of existing equipment;

collaboration with the supervising engineers and building superintendents in solving fire related problems and serving as the principal liaison with other fire protection agencies.

In Fiscal 1986, the installation of the sprinklers in the bookstacks in the Library of Congress Thomas Jefferson and John Adams Building continued to be the major project for the division. The project was completed and made operational in the Thomas Jefferson Building with the installation of on/off type sprinkler heads, system supply piping, waterflow and valve tamper switches and alarm monitoring control panels. The project will be completed in the John Adams Building in the next fiscal year.

In addition to the Library project, the largest current project involves the design and installation of automatic sprinkler systems and fire alarm equipment in the Longworth House Office Building. The design has been completed for the sprinkler risers, the fifth floor sprinkler piping and the sub-basement fire detection and alarm system equipment. The Fire Protection Division was combined with the Safety Engineering Division on September 14, 1986.

OFFICE OF THE BUDGET OFFICER

The Budget Officer is responsible for the overall formulation, preparation, presentation, justification and execution of the Architect's budget. In addition, the Budget Officer provides advice and assistance on budgetary and financial matters to the Architect of the Capitol and to top management officials.

The Budget Officer prepares the annual budgets for the Architect of the Capitol, for the United States Botanic Garden, and for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building and Grounds. The budgets are submitted to the Office of Management and Budget (OMB) for inclusion in the total federal budget requests. Additionally, narrative detailed justifications for annual and supplemental appropriations are prepared for presentation before Congressional Committees. The Budget Officer prepares and administers the financial plan for allocation and expenditure of funds and provides advice to the Architect on reprogramming requests. The Budget Officer also tracks legislation affecting activities under the Architect of the Capitol and acts as the Architect's liaison with the staffs of the Appropriations Committees.

The annual appropriation items administered by the Architect of the Capitol are primarily for the structural, mechanical, and domestic care, including maintenance and operation of equipment, and for heat, light, power, and air conditioning for the buildings and facilities under the jurisdiction of the Architect. Budget requests are for items deemed necessary to render proper service to the Congress and to properly maintain the buildings and equipment of the legislative establishment.

To carry out these responsibilities for Fiscal Year 1986, appropriations totaling $99,177,000 and positions totaling 2,096 were provided under the Architect of the Capitol for all items carried under the heading "Architect of the Capitol," for joint House and Senate items, for care of the United States Botanic Garden, and for the structural and mechanical care of the Library of Congress Buildings, and the United States Supreme Court Building and Grounds.

The aforementioned activities and processes are accomplished through what is normally termed the "Budget Cycle."

The annual budget cycle for 1986 began in July 1984, when a budget call was issued to building superintendents, chief engineers, and other operating officials along with instructions and general observations concerning budget preparation. Budget requests were received in September 1984, and the Budget Officer began an internal budget review. Preliminary recommendations were developed by the Budget Officer and reviewed with the Assistant Architect, the Director of Engineering, the Administrative Assistant and other staff. Following this review, final recommendations were submitted to the Architect for his consideration and approval.

Based on the Architect's decisions on the budget, the formal budget documents were prepared and forwarded tc OMB in November, 1984, for inclusion in the President's budget transmittal to Congress. Thereafter, detailed justifications were prepared and forwarded to the House and Senate Appropriations Committees in December, 1984. During this time the Budget Officer prepared background materials in support of the justifications.

The Appropriation Committees began their mark-up in mid-1985. During this time the Budget Officer provided advice to the Committees on the effects of proposed actions. Following full Committee action on the budget, a bill was prepared and sent to the floor of the House for action. The bill, H.R.2942, was reported by the House Committee on Appropriations July 10, 1985. It was brought to the floor and passed by the House on July 18, 1985.

The Senate Appropriations Committee subsequently introduced its report on July 18, 1985, and the bill was passed by the Senate on June 31, 1985. The Conference Report issued October 23, 1985, was considered and agreed to by the House on October 29, 1985, and by the Senate on the same day. The President approved H.R.2942 on November 13, 1985, and it became Public Law 99-151 (99 Stat.792).

The Budget Officer monitored the progress of the bill through final passage and provided support as necessary. When the President signed the Appropriations Act the Budget Officer prepared appropriations mark-up sheets and transmitted them to top management, building superintendents, and the Accounting and Procurement Divisions.

The Congress passed the Second Appropriations Act, 1985, during the summer of 1986. On July 2, 1986, the President signed the bill, making H.R.4515 Public Law 99-349 (100 Stat.710). Appropriations totaling $11,179,000 were approved in P.L.99-349 for the Fiscal Year 1986 Pay Supplemental. This concluded Congressional action on the Fiscal Year 1986 appropriation. During Fiscal Year 1985, five appropriation hearings on the Fiscal Year 1986 budget were held.

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel provides legal advice and a variety of services within the Office of the Architect of the Capitol concerning all functions of the agency. From the standpoint of the Office of the General Counsel, these functions may be divided into three broad areas or categories: internal administrative functions; activities made the responsibility of the Architect by law; and litigation activities. Additionally, the General Counsel represents the Architect of the Capitol in Congressional and administrative hearings and other legal proceedings, where appropriate, or, when necessary, arranges for representation of the Agency in judicial proceedings by attorneys of the Department of Justice.

With respect to the first category, the General Counsel advises the Architect of the Capitol on questions of authority and on procurement, fiscal, budgetary, and personnel matters. The Office of the General Counsel also provides such legal services as development of legal opinions, reviewing and/or drafting such legal documents and legally oriented correspondence, and participating in the formulation of overall office policy.

With regard to the second category, the General Counsel prepares draft legislation and reviews and

comments upon proposed legislation affecting the Office; advises regarding matters arising from the Architect's statutory responsibility for superintendence of the buildings and grounds of the Legislative Complex, including claims arising under the Federal Tort Claims Act; provides legal review of contracts for the procurement of materials, supplies and services for the Congress; provides legal advice regarding the use of the Capitol Complex by members of the public for demonstrations and other assemblages; and performs all necessary legal services required for the acquisition of real property.

With respect to the third area, the Litigation Division of the Office of the General Counsel provides advice and support with respect to litigation brought or defended by the Architect of the Capitol, particularly with respect to litigation arising out of construction contracts in which the Architect of the Capitol serves as the Contracting Officer. As counsel for the Construction Management Division, the Litigation Division furnishes legal advice and related services regarding the administration of contracts, including direct participation in negotiation and settlement of claims and disputes arising out of construction contracts. During Fiscal Year 1986, such activities related primarily to the projects for the Restoration of the West Central Front of the United States Capitol and for the Restoration and Renovation of the Thomas Jefferson and John Adams Buildings of the Library of Congress. In addition, the office negotiated and drafted numerous contracts for professional services.

OFFICE OF THE INTERNAL AUDITOR

The role of the Internal Auditor is to review and appraise the efficiency and effectiveness of all Architect of the Capitol activities. This responsibility encompasses financial and compliance, economy and efficiency, and program results auditing.

Financial and compliance auditing determines whether financial operations are properly conducted, whether financial reports are presented fairly, and whether applicable laws and regulations are complied with.

Economy and efficiency auditing determines whether resources are managed and utilized in an economical and efficient manner and the causes of any inefficiencies or uneconomical practices,

including inadequacies in management information systems, administrative procedures or organizational structure.

Program results auditing determines whether the desired results or benefits are being achieved and whether lower cost alternatives which might yield the desired results are considered.

Audit highlights for Fiscal Year 1986 involve audit reviews in the areas of financial management, procurement and Senate and House Retaurant System operations. Audit reporting during Fiscal Year 1986, consisted of regular audits, management assistance letters and special analytical reports. The following products were issued to improve management methods and controls for more efficient operations: (a) four audit memorandums containing 21 recommendations, (b) seven management assistance letters containing 17 recommendations, and (c) twelve analyses of House Restaurant System operations. Audit reporting involved regular audits and management assistance letters and briefings.

PROPERTY MANAGEMENT/BUILDING AND GROUNDS

CAPITOL BUILDING

The Architect of the Capitol is charged by law with the structural and mechanical care of the Capitol Building, including operation of the mechanical equipment. The Architect is also charged with the domestic care of the central section of the Capitol, which includes the Rotunda, the Crypt, Statuary Hall, the corridors in the central section, and the stairways from the Rotunda to the first and basement floors; also, domestic care of most of the areas on the House side of the Capitol; three stairways in the central section, Senate side of the Capitol; the basement corridors in the central section; and the rooms in the basement and terrace occupied by the Architect's Office. The Architect of the Capitol has been charged with the care of the Capitol since 1876.

The Supervising Engineer, Capitol Building, under the direction of the Architect of the Capitol, is responsible for the day-to-day maintenance, alteration, repair, and operation of the Capitol Building, including the operation of the following shops: Carpentry, Electric, House and Senate Engineers, Elevator, Labor, Paint, Plumbing, and Sheet Metal Shops.

In addition to the regular maintenance of the Capitol Building, the following specialized alteration and conversion projects were completed in Fiscal Year 1986:

Rooms S-308, S-325, S-408, and S-409 were renovated to provide increased and modernized space for the Senate Radio-TV Gallery. The vacated spaces, S-312 and S-312A, were renovated and converted into offices for the Secretary of the Senate.

Room HB-1A was vacated by the Architect of the Capitol and converted into a computer room for the Sergeant at Arms.

Arrangements were made for a ceremony to unveil and dedicate the portrait bust of Dr. Martin Luther King, Jr. in the Rotunda of the U.S. Capitol on January 16, 1986.

In addition, a ceremony was held on December 4, 1985, to unveil and dedicate the bust of President Gerald R. Ford in the Senate main corridor, second floor of the United States Capitol.

Carpentry Shop

The Carpentry Shop constructs and repairs high quality cabinetry and furniture and constructs, alters, and repairs fine ornamental woodwork in the Capitol Building. The shop performed repair work as need on revolving doors and entranceways and all wooden doors and windows. In addition, all door hardware, including locksets, hinges, door stops and closers, were maintained. Numerous frames were constructed for photographs and bulletin boards. Sheet metal stud systems were erected and gypsum board applied thereon; new suspended ceiling systems for conversion projects were installed. The shop performed locksmith activities, including cutting of new keys; constructed bookcases and shelving for offices; repaired venetian blinds; and maintained ope halyards on flag poles.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. The shop performed all lamp work in the Capitol Building. In addition, repair work was performed on the chandeliers. All extension cords were provided and new electrical circuits with receptacles, as required, were installed for copy machines. All special event requests requiring

electrical service, including press events, were fulfilled. Routine maintenance included House and Senate Restaurant electrical repairs. In addition maintenance was performed on automatic door openers, electrical tools, and equipment. The Electric Shop maintained and adjusted smoke detection systems in air handling units, provided new electrical circuits, installed new lighting fixtures in conversion projects, and maintained the electrical birdproofing systems.

House and Senate Engineers

The House and Senate Engineers are responsible for the care and maintenance of all air handling equipment and controls. In Fiscal Year 1986 filters were changed regularly and air handling units were washed and cleared, including heating and cooling coils. All steam and hot water piping systems were maintained, including replacement of steam traps and piping components where required.

Elevator Shop

The Capitol Building Elevator Shop is responsible for the care and maintenance of 25 elevators, 2 sidewalk lifts, 11 conveyors, 4 escalators, and one dumbwaiter. Routine preventive maintenance procedures includes daily checking of leveling and door operations, hall and car indicator lights, cleaning contacts on relays,— proper lubrication of rotating parts, and rails. In addition, the shop installed and/or replaced new vinyl flooring systems and vinyl base as required.

Flag Flying

The Labor Force flew 95,330 flags over the U.S. Capitol Building during the fiscal year.

Labor Shop

This department provides janitorial services for the House side of the Capitol and other areas of the building for which the Architect furnishes domestic care. In addition, ice and water are delivered for various Committee meetings and office functions. All scaffolding required for repair work, alterations, and painting is provided by this shop. It is also responsible for chandelier cleaning and window washing.

Paint Shop

This shop is responsible for the painting of all spaces within the Capitol Building. It also provides hand-painted and gilded signs; refinishes signs, mirrors, and picture frames; replaces broken glass; and provides ornamental painting services.

Plumbing Shop

This shop performs necessary repairs to existing plumbing equipment in the Capitol Building and installs new plumbing systems for conversion projects. All stoppages are cleared and all plumbing and drain piping and fittings that were beyond repair are replaced. Fire control equipment, including pumping stations and sprinkler piping is tested.

Sheet Metal Shop

The Sheet Metal Shop performs necessary roof repairs, including resoldering open seams, caulking riglets, replacing copper roof sections, and replacing roof walkway sections. New metal duct work is provided for conversion and alteration projects. In addition, all repair work on hollow metal doors is performed in the shop. Repairs and modifications to stainless steel shelving and counter work in the Senate and House kitchens and restaurants is also performed as well as miscellaneous welding and brazing work.

Miscellaneous Special Events

Arrangements were made this fiscal year for Joint Sessions and Joint Meetings of Congress, and for various ceremonies conducted by the Daughters of the American Revolution, United Daughters of the Confederacy, American War Mothers, and United States Holocaust Memorial Council.

CAPITOL GROUNDS

The Architect of the Capitol is charged by law with the care and maintenance of the Capitol Grounds and with any changes and improvements made to the grounds, and has been so charged since 1876. The Architect is also charged with authority to permit, and make arrangements for, the annual Service Band concerts at the Capitol. The Architect is also responsible for the lighting and floodlighting of the grounds.

The Landscape Architect, under the direction of the Architect of the Capitol, is responsible for the day-to-day care and maintenance of the Capitol Grounds. In Fiscal Year 1986, the routine maintenance on the grounds included the daily sweeping of the Capitol steps and walks; the removal of trash and debris from the grounds; the pick-up of trash and the general hauling for the buildings in the Capitol Complex. Twice a week the roads and drives are swept with a mechanical sweeper. Lawns are mowed from the last part of April through November; the lawns are watered at night, 6 nights a week during the summer; and the steps of the Capitol are washed down twice a week. Snow and ice are also removed from the steps, walks, and roads when required. Snow removal includes spreading sand and ice-removing pellets on streets, walks, and steps.

The approximately 211 acres of lawn areas, sidewalks, streets, roadways, and parking areas which comprise the U.S. Capitol Grounds are maintained by 28 gardeners and 16 laborers. Each year new beds and plantings are added in continuing programs to beautify the grounds.

The trees on the grounds are maintained and cared for by the Tree Division this includes 4 tree surgeons and 2 helpers. The trees are under a planned program for feeding and spraying. Approximately one-half of the trees are fed each year. The trees are periodically inspected by the plant pathologists from the U.S. Department of the Interior. The chemical spray program which they recommend is being executed. The trees are sprayed in late winter and twice during the summer months, or as often as required. During extremely dry periods the new trees are watered. Each year several dying trees are removed from the grounds; most of the trees die because of their advanced age.

The Plumbing Division is responsible for routine and preventive maintenance on heating and ventilating units and for the winterizing, de-winterizing, and maintaining the ornamental and drinking fountains and all sprinkler systems.

A complete listing of daily grounds activities, including new planting and removal for Fiscal Year 1986, is on file in the Central Office of the Architect of the Capitol.

SENATE OFFICE BUILDINGS

The Architect of the Capitol is charged by law with the structural, mechanical and domestic care of the Senate Office Buildings (Russell, Dirksen, Hart, and five Annex Buildings), including operation of the mechanical equipment. The Architect is also responsible for the care, repair, and purchase of furniture and furnishings. (Furniture and furnishings for the Senate side of the Capitol are under the jurisdiction of the Senate Sergeant-at-Arms.) The Architect is responsible for the heating, air conditioning, and lighting of the Senate Office Buildings. All construction and structural improvements and changes to buildings are made by the Architect of the Capitol. The Architect is responsible for the maintenance and operation of the subway transportation systems between the Senate Office Buildings and the Capitol and is also responsible for the garages in the Dirksen and Hart Senate Office Buildings.

The Architect, in performing his duties in connection with maintenance and operation of the Senate Office Buildings, is, under the Act of June 8, 1942, as amended, subject to the approval of the Senate Committee on Rules and Administration in matters of general policy. From 1910 to 1942, the Architect performed such duties under authority of a resolution adopted by the Senate Committee on Rules, February 18, 1910. Commencing with construction of the original three wings of the Russell Senate Office Building, 1905-1909, all construction work in connection with the Senate Office Buildings has been performed by the Architect of the Capitol under the direction of the Senate Office Building Commission.

The Superintendent, Senate Office Buildings, under the direction of the Architect of the Capitol, is responsible for the day-to-day structural, mechanical, and domestic care of the Senate Office Buildings complex, including the operation of the following shops: Air Conditioning, Carpentry, Cleaning (Night), Electric, Elevator, and Labor (Day), Masonry, Paint, Plumbing, Sheet Metal, Subway, and Upholstery and Carpeting.

During the Fiscal Year 1986, the Office of the Superintendent processed 30,600 work orders to the various shops under its jurisdiction, in addition to 4,200 orders for furniture. The activities and tasks performed by each shop of this office are as follows:

Air Conditioning Shop

The Air Conditioning Shop is responsible for the modification, repair and operation of the air conditioning and refrigeration systems of the Senate Office Buildings complex. The shop maintains and services all units in the Dirksen, Russell, Hart, 400 North Capitol Street, and the Immigration Buildings. The record of routine maintenance performed by this shop in Fiscal Year 1986 indicates that, in addition to the general maintenance requirements, 2,314 service calls were completed.

Carpentry Shop

The Carpentry Shop completed 4,642 work orders, including repair of chairs and the hanging of pictures or other wall hangings. In addition, the shop constructed bookshelves, small cabinets, desk organizers and several wood and burlap partitions. There were 1,870 requests to have keys made or locks changed.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. In Fiscal Year 1986, 11,132 service calls were answered. Projects included installation and/or maintenance performed on inner-office buzzer systems, fire alarms systems, automatic doors, motors and controls for air conditioning equipment and automatic shelves.

Elevator Shop

The Elevator Shop inspects, maintains and repairs mechanical and electrical components of the elevators, escalators, dumbwaiters, dock loaders, garage doors, postal conveyors, truck tailgate lifts, and trash compactors. In addition to performing routine work during the year, ordering and replacing necessary parts, and cleaning and lubricating all systems, the shop answered 485 service calls, including 151 in the Russell Building, 177 in the Dirksen Building, 142 in the Hart Building, 13 in the the Plaza Hotel and 2 in the Immigration Building.

Labor (Day)

The Day Labor Force has the responsibility of providing physical labor support to the Senate Office Building complex. During Fiscal Year 1986, the Day Labor Force received 26,111 formal work orders which included not only the transportation and delivery of goods and materials but also the delivery of ice, the washing of windows, the maintenance of men's restrooms, the removal of trash from shops, the cleaning of entrances and loading platforms, the preparation of various committee rooms, and the organizing of special functions and receptions. In addition, the force moved several offices which included the transfer of entire staffs from one building to another.

Cleaning (Night)

During Fiscal Year 1986, the cleaning crew performed the routine cleaning of all senatorial suites, committee rooms, and conference rooms, as well as all other rooms in the Russell, Dirksen, and Hart Senate Office Buildings. This work included such tasks as dusting, vacuuming, emptying and baling trash, cleaning and waxing corridor floors, shampooing carpets, and polishing brass. In addition to their regular duties, the night labor and custodial force completed 900 special work orders.

Masonry Shop

The Masonry Shop installs, maintains and repairs interior and exterior marble, brick, block, tile, and other stonework. During Fiscal Year 1986, the Masonry Shop completed work orders involving plastering walls and ceilings; laying cinder block and brick; concrete finishing and patching; laying cork, floor, bathroom, rubber, and quarry tile; and laying marble and granite.

Paint Shop

The Paint and Refinishing Shop received 1,200 work orders resulting in the painting of 184 offices and 32 bathrooms throughout the buildings. The shop refinished 779 units including pigeonhole bookshelves, cabinets, open shelves, desks, trays, files, flower boxes, flower stands, and tables. The Paint and Refinishing Shop also made 1,474 signs.

Plumbing Shop

The Plumbing Shop services and maintains all plumbing, steam, and heating equipment in the Senate Office Buildings. During Fiscal Year 1986, maintenance was performed on various pumps and motors on the fountains, pools, condensate receiver, dish machines, and circulating pumps. In addition, maintenance was performed in all public restrooms and cafeterias such as checking for stoppages, leaks, broken fixtures and improperly functioning flush valves and faucets. Approximately 2,435 service calls were answered.

Sheet Metal Shop

The Sheet Metal Shop fabricates, installs, modifies and repairs sheet metal assemblies. During Fiscal Year 1986 the shop received 1,024 work orders which included: the fabrication and installation of new ductwork, hangers and defusers; the fabrication of metal trucks for the computer center for use in the storage of tapes; the assembling and installation of metal shelving for the cafeteria, Immigration Building and stationery room; and performing numerous welding jobs.

Subway Shop

The Subway Shop performs routine maintenance and improvements on the route between the Capitol and the Senate Office Buildings. During Fiscal Year 1986, the Subway Shop rebuilt all subway car door systems including all new rails and bearings. Requests from other departments for machine work, welding, and electric work were accommodated.

Upholstery and Carpeting Shop

The Upholstery and Carpeting Shop repairs and re-upholsters furniture; repairs and installs carpet; fabricates and hangs draperies; restrings and hangs venetian blinds; and covers tables, cornices, bookcases, and other units. During Fiscal Year 1986, this shop received approximately 660 work orders. In addition, 107 rooms of broadloom and 19 rooms of carpet tile were installed.

HOUSE OFFICE BUILDINGS

Pursuant to the provisions of 40 USC 175, the Architect of the Capitol, subject to the approval and direction of the House Office Building Commission, is responsible for the structural, mechanical, and domestic care and maintenance of the three House Office Buildings, House Office Building Annexes, and Underground Garages. Under the direction of the Architect of the Capitol, the Superintendent of the House Office Buildings is responsible for the day-to-day care of the buildings, including the operation of the following shops: Air Conditioning, Carpenter, Cleaning, Electric, Elevators, Escalators and Subway, Industrial Equipment, Labor, Painting, Plumbing and Heating, Stone, and Sheet Metal.

The Superintendent's Office maintains, in a confidential manner, the combinations of Members' safes and assigns office suites, rooms, and storerooms to Members of the House. This assignment of office suites is performed under rules prescribed by the House Office Building Commission. With the assignment of an office to a Member, the Superintendent's Office makes the necessary arrangements to coordinate the moving of the Member and the work of various trades, such as painting, electrical, changing of locks, installation or removal of partitions in conjunction with the the Clerk of the House and the Telephone Company.

The Superintendent's Office makes detailed suggestions to the Architect and the House Office Building Commission with regard to space requirements, remodeling within the buildings, and changes and improvements to existing facilities.

During Fiscal Year 1986 major projects included the renovation and remodeling of the Rayburn House Office Building Cafeteria and the decoration of the grand stairway in the Cannon House Office Building. The decorative painting will continue through the next fiscal year.

In addition to the regular maintenance of the House Office Buildings, the following specialized alteration and conversion projects were completed under the direction of the Superintendent, House Office Buildings, in Fiscal Year 1986:

Cannon House Office Building

Rooms B-53 and B-71 were renovated for the Clerk of the House. Both rooms were utilized as storage areas with B-53 being converted into habitable office space for use by the Office Equipment

Division. In B-53, the exposed brick interior walls were furred out with metal studs and drywall and a new 2' by 4' lay-in acoustical ceiling was installed. The original wood sash windows were removed and replaced with single one piece thermal glazed windows. Additional ductwork and new reheat coil were provided to update the HVAC System. Room B-71 was to be used for storage of various types of electronic and word processing equipment prior to transfer to the General Services Administration. The exposed brick and terracotta walls were patched and painted and two new steam coils were installed to replace the original cast iron radiators, which were removed.

In Room 233, additional lighting was provided in the reception room. Four two-tube fluorescent fixtures were installed at the tops of the column caps. A custom molding which duplicated the plaster cornice molding was fabricated by in-house personnel, and installed to conceal the new fixtures.

In Room 304A, a new door, from the main corridor, was installed for the Committee on Post Office and Civil Service. The existing entrance door was in the west access corridor to the Cannon Caucus Room; this doorway was sealed, and the doors were relocated to the main corridor. Enclosing the access corridor, allowed for the various support functions servicing the Caucus Room to be out of sight of the users of the main corridor.

In Room 342, a storage room for the Committee on Veterans' Affairs was totally renovated to include a mezzanine and small dumb waiter (book lift). A new door was installed at the existing mezzanine level stairwell landing, as well as for the shaft enclosure for the contractor installed booklift. To complete the project, new 1' by 4' two tube fluorescent fixtures were provided, along with new storage shelving which was fabricated by the carpenter shop.

Longworth House Office Building

At the request of the Chairman of the Committee on Ways and Means, the ante room to the women's restroom on the first floor was converted to a computer room for the Committee. The work necessitated the construction of a new entry to the women's room and the closure of the existing opening between the ante room and the restroom. Additionally, the project allowed for the conversion of the women's room to accommodate the handicapped. Additional electrical power and a separate chilled

water fan coil unit were provided in the former ante room in order to accommodate the computer equipment.

Room 154 was modified for the Committee on Ways and Means, by being converted from storage space to a small conference room. Originally, this room was the projection room for the main hearing room and was later utilized for dormant storage. All storage shelving units were removed, as was an abandoned a/c fan. The interior walls were exposed terracotta and all walls finished with plaster. A new 2' by 2' "U" tube acoustic lay-in ceiling was installed with six 2' by 2' "U" tube fixtures. Additional HVAC was provided by tapping LHOB A/C #3 and adding a thermostat for room control. A new walnut door with matching trim was fabricated and installed.

On the third floor adjacent to Room 1340, the ante room to the women's public restroom was modified and converted to office space for the Committee on Agriculture. A new door was cut from the corridor and a new walnut door, jamb and trim were fabricated to match the existing ante room door. The original opening from the ante room into the restroom was sealed and plastered. One stall was eliminated in order to accommodate the handicapped and the marble was patched accordingly.

Rayburn House Office Building

Room B-313, the House Recording Studio, an extensive renovation project was initiated at the request of the Clerk of the House. The project was concentrated in the Film Laboratory area due primarily to advances in technology and equipment. The existing lab equipment was removed and the entire room was gutted, including all HVAC systems, plumbing and electrical. Two new color processing rooms were constructed, in addition to two black and white processing rooms, a print processing room and studio. Four chilled water fan coil units and associated duct runs were installed in conjunction with separate exhaust systems to remove residual chemical fumes from work areas. Three quarry tile stop sinks were fabricated and installed, one each in the color processing rooms, and one in the print room. Three light-lock doors were installed for the processing rooms. All walls were finished with epoxy paint and new floor tile was laid in all rooms with the exception of the studio which was carpeted by the Clerk of the House.

In Room 2101, assigned to the Committee on Education and Labor, minor alterations were made to alleviate noise problems generated by copiers and other office equipment. Existing partitions

(demountable metal) were relocated to segregate the copiers and other equipment from staff work areas. The room was lined with acoustically absorbing panels and additional supply air conditioning was provided.

In Room 2321, the Committee on Science and Technology Computer Room, additional air conditioning capacity was provided in order to provide a constant temperature for the computers. A new chilled water fan coil unit was installed and connected to the chilled water loop on the G-3 level of the Rayburn Garage.

Minor alterations were made to Room 2363 to provide two private offices. The room was divided with a metal stud and drywall partition, and additional HVAC was provided by tapping the existing supply air duct from the corridor. Electrical improvements included the installation of four 2' by 4' fluorescent surface mounted light fixtures.

House Office Building Annex No. 1

In Room 717 minor alterations were made for the Subcommittee on Housing and Consumer Affairs. The former kitchen area was converted to office space by providing a new cased opening in the gypsum block wall and the existing door was closed off to provide additional wall space. A second private office was created by erecting a metal stud and drywall partition with another cased opening. A new "EPDM" roof was installed on the entire building by private contract. Contract management was provided by the Construction Management Division.

House Office Building Annex No. 2

In the cafeteria, modifications were performed in the kitchen to allow for the installation of additional equipment. In addition, the existing electrical panel was relocated to allow for the installation of one of two new ventilation hoods which were installed over the brazing pan and convection ovens. The kitchen fire protection system was also modified to accommodate the ventilation hoods.

Rooms H2-173 and H2-174 were reassigned by the House Office Building Commission to the Committee on House Administration to be utilized as a combination Barber-Beauty Shop. Room H2-174 was converted into a combination dye preparation, dressing and laundry room with H2-173 being the actual styling center.

In Room H2-312, the Law Revision Counsel, alterations were performed to enlarge the existing

computer room in order to accommodate two additional computers, disc drives and related equipment. An existing set of hollow metal doors were relocated to allow for the expansion of the computer room into the former storage room (H2-313). The entire raised access floor was extended from the original height of 8" to a new height of 12". The work was performed by an outside contractor. This modification was made to allow for proper air distribution under the raised floor and to accommodate a new larger "airflow" computer room air conditioning unit. The original unit and remote condenser were removed and salvaged.

501 First Street

In this unoccupied building, major demolition was started in anticipation of the assignment of space by the House Office Building Commission. The building contained a large amount of laboratory equipment, ventilation hoods and sinks, all of which was removed. In addition, all non-structural partition walls were removed. All piping or insulation which was found to contain asbestos was also removed. Architectural and engineering design was provided for public restrooms and showers. The initial piping layout was started late in the fiscal year.

Superintendent's Office

The Superintendent's Office coordinates the activities of many shops that perform the maintenance and repair on the buildings. A sampling of the type of work performed is listed by shop. A complete list of each task performed is kept on file in the Central Office of the Architect of the Capitol.

In 1985, the several different air conditioning, electric and plumbing shops in the House Office Building System were combined into one shop, each in the Rayburn House Office Building. This consolidation centrally located staff to better respond to any emergency and to organize construction and maintenance work on the midnight shift.

Air Conditioning Shop

The Air Conditioning Shop is responsible for the modification, repair, and operation of the air

conditioning and refrigeration systems of the House Office Buildings.

The record of routine maintenance performed by this shop, by building, in Fiscal Year 1986 indicates that, in addition to general maintenance requirements, it filled 3,230 service requests in the House Office Buildings, plus inspection and repair of the air conditioning units in the Botanic Garden.

Carpenter Shop

The Carpenter Shop constructs and repairs high quality cabinetry and constructs, alters, and repairs ornamental woodwork in the House Office Buildings. In Fiscal Year 1986, 7,862 work orders were handled. The shop also performed such tasks as making 7,862 keys, assembling 5,848 picture frames, and crating 1,205 articles for shipment.

Cleaning Shop

The cleaning crew performs custodial services for office suites and conference rooms, including dusting, vacuuming, emptying trash, and washing windows, etc. During the fiscal year the cleaning crew performed the routine cleaning of all Members' suites, Committee rooms, and all other rooms in the House Office Building Complex.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. In Fiscal Year 1986, in addition to the routine general maintenance performed by this shop, it responded to 26,545 work orders in the various House Office Buildings.

Elevator, Escalator, and Subway Shop

The Elevator, Escalator, and Subway Shop inspects, maintains, and repairs mechanical and electrical components of elevators, escalators, dumbwaiters, and lifts in the House Office Buildings. This shop also performs routine maintenance and improvements of the House-side subway cars and the route between the Capitol and the House Office Buildings. During Fiscal Year 1986, 1,047 service calls were made to maintain and repair the 64 elevators, 31 escalators, 2 subway cars, 2

dumbwaiters, 1 sidewalk lift, and 1 hydraulic elevator in the House Office Building Complex.

Industrial Equipment Shop

The Industrial Equipment Shop is responsible for routine maintenance of and repairs to the scrubbers, sweepers, forklifts, and paper baling machines throughout the House Office Buildings. During Fiscal Year 1986, this shop performed 608 maintenance and repair jobs on this equipment.

Labor Shop

The labor crew washes marble and windows and polishes brass; it also moves furniture and provides manual assistance, as required, to other shops in the House Office Buildings. In the Fiscal Year 1986 approximately 84,239 service calls were answered.

Painting Shop

The Painting Shop applies paint, varnish, and other finishes to decorate and protect both interior and exterior surfaces, trim, and fixtures in the House Office Buildings. In addition to the routine painting of numerous rooms, corridors, and other spaces, in Fiscal Year 1986, the shop painted or stained 5,848 picture frames, stenciled 7 various signs, replaced 62 window glasses, and polished woodwork in 54 suites. A total of 174 suites and 84 single rooms were painted. 2275 suites and single rooms were also touched up.

Plumbing and Heating Shop

The Plumbing and Heating Shop installs, maintains, and repairs pipes, fittings, joints, and valves connected with the plumbing system. In addition to routine preventive maintenance, during the fiscal year, the shop answered 18,683 service calls.

Sheet Metal Shop

The Sheet Metal Shop fabricates, installs, modifies, and repairs sheet metal assemblies in the House Office Buildings. During the year the shop

answered 318 service requests, and continued work on the copper roofs of the Cannon and Longworth House Office Buildings.

Stone Shop

The Stone Shop installs, maintains, and repairs interior and exterior marble, brick, block, tile and other stonework. Work orders serviced in the fiscal year numbered 90.

CAPITOL POWER PLANT

The Capitol Power Plant employs 103 personnel to operate and maintain a central steam plant rated at 530,000 lbs/hr and a central refrigeration plant rated at approximately 40,000 tons capacity to provide steam for heating and chilled water for air conditioning the Capitol Complex. Buildings served are the Capitol, Dirksen, Russell, and Hart Senate Office Buildings; Rayburn, Longworth, and Cannon House Office Buildings; Jefferson, Adams, and Madison Library of Congress Buildings; Supreme Court; House and Senate Garages; and the Botanic Garden. Steam is also provided to the House Office Building Annex No.1, the Immigration Building and the Plaza Hotel. Steam is provided on a reimbursable basis to the Washington City Post Office, Union Station, and the Government Printing Office. Steam and chilled water are provided on a reimbursable basis to the Folger Shakespeare Library.

The Capitol Power Plant continued to meet its responsibilities of providing a continuous supply of steam for heating and chilled water for cooling buildings in the Capitol Complex throughout the fiscal year. During Fiscal Year 1986 the Capitol Power Plant generated 1,141,753,000 lbs. of steam using 48,396 tons of coal and 421,210 gallons of No. 6 fuel oil. Continued emphasis was placed on burning coal in lieu of oil. Steam production was 0.1 percent less than in Fiscal Year 1985. Chilled water production during Fiscal Year 1986 totaled 69,613,183 ton-hours, a decrease of 5.7 percent from the previous year. This decrease was due in part to the efforts of the Air Conditioning Engineering Divisions monitoring the operation and performance of the buildings being served by the chilled water system.

In March, 1986, the pothead on the PEPCO incoming feeder (#15610) faulted, damaging the entire reactor unit. Although this accident did not affect operations in either of the refrigeration plants, a new set of reactors had to be ordered for

this feeder. In September, one of four electric motors operating the cool tower fans in the West Refrigeration Plant developed a hot spot in the windings and blew up. The motor has since been sent out for repair and rewound so that it can be returned to service.

Additional improvements and modifications were made to the plant ash silo to reduce and eliminate emissions. Stainless steel was substituted for some cast parts to reduce/minimize corrosion effects of the fly ash. In addition, work was begun on an additional storage chamber for the ash silo to provide added storage capacity. A slight modification in chemicals in the condenser water treatment in the West Refrigeration Plant provided a much cleaner system and avoided accumulations of silt in the heat exchangers and condensers. Continuation of the excellent chemical treatment of this system eliminated almost all condenser tube failures this past year and kept corrosion rates down to zero. New sump pumps were installed in various areas of the plant. The coal scales and stokers of the three coal boilers were rebuilt. A contract was let to retube the condensers on chillers No. 4 and No. 4A. A security system composed of hydraulic, manual and stationary bollards was installed around the perimeter of the plant. Two new feedwater pumps were installed and the piping serving the deaerator tank was replaced. A new 10,000 gallon oil tank was purchased and installed adjacent to the coal storage yard. An enclosure for the tank was erected to protect the tank from the weather.

-LIBRARY OF CONGRESS

The Supervising Engineer's Office at the Library of Congress is responsible for the structural and mechanical care of the Library buildings and grounds, which include the Thomas Jefferson Building, John Adams Building and James Madison Memorial Building. It also maintains the elevators in the Supreme Court Building.

Additional responsibilities include providing liaison with the Library of Congress to maintain a proper inter-relationship between the constantly changing and expanding functions and programs.

At the end of the Fiscal Year 1986, this office had a total of 126 permanent employees. The organization consists of a Supervising Engineer, an administrative staff and nine maintenance shops including Air Conditioning, Carpentry, Electric, Elevator, Machine, Masonry, Painting, Plumbing, and

Sheet Metal. The major duties of the Supervising Engineer's Office are to provide supervision and the necessary manpower to perform all maintenance and construction work and to operate all building equipment under the jurisdiction of the Architect of the Capitol. Custodial maintenance of the buildings and care of the grounds is under the jurisdiction of the Library of Congress.

During Fiscal Year 1986, approximately 6,752 requests for services were received using the DEC computer system. The requests are generated by the various Library offices and forwarded to the appropriate shop for action. The system provides a means to audit shop work loads, confirm the completion of work in a timely manner and track problem areas.

Throughout Fiscal Year 1986, considerable effort was spent with the preparation of office and work space for the relocation of tenant occupancy in connection with the Renovation and Restoration of the Thomas Jefferson and John Adams Buildings. These activities included modifications to movable metal partitions, the addition and relocation of telephone and electric outlets, and the installation of computer cables and security systems. In addition, work continued this year on the Fire Protection System in the Jefferson and Adams Buildings. This included the maintenance and installation of the emergency power fire alarm, and security and sprinkler systems. Monthly testing of the existing fire alarm system was also performed and a program run to test the Madison Building fire system continues.

Several projects were completed in the Thomas Jefferson Building in 1986. As part of the renovation and restoration project, the office constructed barriers at doors from bookstacks; constructed a large sample display case; assisted with the preparation of exterior areas for the contractor, including the removal of light fixtures and the lawn sprinkler system. The office also participated in the project to renovate and restore elevators 1 and 2. The staff performed work not included in the contract, including removing the elevator drive equipment, refurbishing hoistway equipment, and protecting hoistway corridor openings.

In the John Adams Building, as part of the renovation and restoration project, the office assisted with the installation of a sample light fixture and partitions. In the fourth floor area, bookcases were constructed and mechanical equipment was replaced. On deck eight, the office constructed a new computer room and installed computer circuits.

Again this year, partition modifications and service fitting changes were made in several locations within the James Madison Memorial Building. Partition and tenant changes were made for the Descriptive Cataloging Division on the fourth floor and the Order Division on the ground floor.

Air Conditioning Shop

The Air Conditioning Shop works three eight-hour shifts, seven days a week. The major scheduled preventive maintenance work includes inspecting, lubricating and cleaning all air handling units, checking motors and starters, calibrating controls and adjusting damper and valve operators. All general and preventive maintenance programs are on schedule.

Major projects during Fiscal Year 1986 in the Thomas Jefferson Building included the installations of air conditioning in elevator motor No.1 and return fan bearings on Unit No.7. The shop removed asbestos and replaced insulation throughout the building. In the John Adams Building, the shop also removed asbestos and repaired insulation. In addition, sprinkler heads were removed and replaced. The shop installed controls for the renovation of the fourth floor units. In the James Madison Memorial Building, replacements included the drive motor on the East Cafeteria units. In addition, the shop also repaired and replaced insulation throughout the building.

Carpenter's Shop

This fiscal year most of the work related to the continuing relocation and/or remodeling of offices due to the restoration and renovation of the Thomas Jefferson and John Adams Buildings. In the Thomas Jefferson Building special projects included the construction of a large exhibit case model and an extension to the stage of the Coolidge Auditorium. The shop also rearranged partitions for the exhibits area on the ground floor and renovated the Library Police communications desk located in the cellar. In the James Madison Memorial Building, the shop constructed approximately 450 linear feet of partition as well as special shipping crates for the Mail Division. In addition, door bucks, doors, chalkboards, tack boards, and mail boxes were installed throughout the building.

Electric Shop

The Electric Shop has personnel on duty three shifts each day and is responsible for new electrical installations and replacements, routine and preventive maintenance of all electric systems from the substations throughout all three buildings. This shop is also responsible for the security and fire alarm systems in the Thomas Jefferson Building and John Adams Building and the fire alarm system in the James Madison Memorial Building, including periodic preventive maintenance of the smoke detection systems.

The major projects for the Electric Shop during the fiscal year were the preparation for office changes in all Library buildings, installation or relocation of electrical outlets, modifications to the emergency power systems, assistance with the preparation of special exhibits, completion of installation of electrical work for computer equipment, and the installation of electrical work for the Architect's shops in the Thomas Jefferson Building. Routine work, included relamping, maintaining kitchen equipment, motorized bookstacks and fire alarm systems, and assisting the Construction Branch pipefitters in moving light fixtures and cutting off fire alarms. Special projects in the Jefferson and Adams Buildings included the installation of a new Autocall Sprinkler fire alarm system and the modification of space to accommodate interior relocation required for the Library renovation project.

Elevator Shop

The Elevator Shop operates seven days a week: 6:30 a.m. to 10:00 p.m. on weekdays, 6:30 a.m. to 6:30 p.m.on Saturdays, and 7:30 a.m. to 6:00 p.m. on Sundays and holidays. The shop is responsible for the maintenance and repairs of 34 units in the John Adams Building and Thomas Jefferson Building, 26 units in the James Madison Memorial Building, and 13 units in the Supreme Court Building. One elevator mechanic is assigned to the Supreme Court Building five days each week. This shop is required to service four buildings having a total of 73 units and 512 door openings, and cover two shifts per day plus weekends, holidays and special events. A substantial part of the routine and preventive maintenance time expended by this shop has been spent in the repair and over-haul of aging mechanical and electrical elevator machinery. In Fiscal Year 1986, the shop assisted with the

replacement and restoration of Elevators No. 1 & 2 in the Thomas Jefferson Building.

Machine Shop

The services of the Machine Shop are required at all times while the book conveyor systems are in operation, which is Monday through Friday from 7:30 a.m. to 10:00 p.m., Saturday from 7:30 a.m. to 5:15 p.m., and Sunday from 9:15 a.m. to 5:15 p.m. The primary function and responsibility of the shop is to maintain and service all the book conveyors and pneumatic tube systems in all three buildings of the Library of Congress. The secondary responsibilities of this shop include maintenance on overhead garage doors, cutting keys, installing and servicing locks and door closures, all welding and machine work, maintaining grounds and snow removal equipment, and support work for other shops and buildings in the Capitol Complex. The majority of preventive maintenance work on the book conveyor systems and pneumatic tube systems is done on Sundays. These systems are also checked each day for any malfunctioning parts and are corrected where necessary.

Masonry Shop

The Masonry Shop was established in October, 1983. It has the responsibility for maintaining, installing, and repairing interior and exterior stone, brick, tile, block, and concrete in all Library of Congress buildings. Major projects of the shop during Fiscal Year 1986 included: in the Thomas Jefferson Building, resetting marble tiles in the Hispanic Room, removing two statues from the exhibits area and providing assistance for the project to renovate and restore elevators 1 & 2. In the James Madison Memorial, the shop cleaned and painted approximately 1500 linear feet of rough granite paver joints. An additional 5,500 linear feet of smooth finish granite joints were cleaned and caulked on the exterior of the building.

Paint Shop

In the fiscal year interior painting in the Thomas Jefferson Building consisted of 7,000 square feet of ceilings, and 70,411 square feet of walls, doors and window frames. In the John Adams Building, 9,020 square feet of ceilings and 38,936 square feet

of walls and doors were painted. In addition in the James Madison Memorial Building, 9,000 square feet of ceiling and 89,319 square feet of walls were painted, while 989 doors were repainted.

Exterior painting of window frames, doors, planters, tables, curbing and parking lines was accomplished during Fiscal Year 1986. Shop work consisted of miscellaneous painting, mixing paint, glazing, ordering and stocking supplies and stenciling.

Plumbing Shop

The Plumbing Shop is responsible for the performance of all plumbing, pipefitting, steamfitting, and pipe insulation in the three library buildings. The shop maintains and installs equipment such as vacuum pumps, water piping, toilet fixtures, drinking fountains, sanitary equipment, fire pumps, fire sprinkler systems, fire hose stations, fire extinguishers, halon fire extinguishing systems, lawn sprinkler systems, cafeteria equipment, low and high pressure steam lines, gas, air, sewer piping, and the demineralized water system in the James Madison Memorial Building. The Plumbing Shop operates seven days a week from 7:30 a.m. to 4:00 p.m., with one man scheduled from 4:00 p.m. to midnight. Preventive maintenance of plumbing facilities is an important assignment of this shop. Work done in this area has consisted of cleaning, repairing, and painting of circulating pumps, condensation pumps, sump pumps, sewage pumps and fire pumps in all buildings, as well as servicing and maintaining fire extinguishers, fire hoses, sprinkler systems and Halon systems. In Fiscal Year 1986, the shop aided in the repair and restoration of the Neptune Fountain.

Sheet Metal Shop

The Sheet Metal Shop is responsible for all the copper roofs, metal casings, air conditioning and ventilating duct work, metal containers for large pneumatic tube systems, metal partitions, wire grills, metal cabinets and book shelving, metal doors and jambs, and construction of various sheet metal items requested for the Exhibits Office, Preservation Lab, and Recording Lab.

Major projects of this shop during Fiscal Year 1986 included, in the James Madison Building, modifications to kitchen equipment in the cafeteria and the installation of fencing for a storage room

for use by the Library Environmental Resource Office (LERO).

Supply Branch

The Supply Branch is responsible for purchasing, receiving, storing, inventorying, and issuing of all materials used by the Supervising Engineer's Office in the Library of Congress. This branch manages three storerooms: the central storeroom in the Thomas Jefferson Building, 20,000 square-foot storeroom in the James Madison Memorial Building and one room in the sub-basement of the John Adams Building.

BOTANIC GARDEN

The Architect of the Capitol has served as Acting Director of the United States Botanic Garden since July 3, 1934. The Architect is responsible for the maintenance and operation of the garden and for any construction changes or improvements made to the garden. The Architect performs his duties in connection with the garden under the direction of the Joint Committee on the Library which is charged by law with control over the garden. The United States Botanic Garden performs four main functions.

First, the organization maintains a large public conservatory in which permanent collections of tropical, subtropical and desert plants are housed under 29,000 square feet of glass. Major collections include aroids, bromeliads, cacti, cycads, ferns, orchids, and palms. There is an ongoing program for the collection of new plant material for the conservatory, in accordance with the official purpose of the Botanic Garden which is "...to collect, cultivate and grow the various vegetable production of this and other countries for exhibition and display..." Thus, new plants are frequently added to the collections. The building, located at First Street and Maryland Avenue, S.W. is open to the public from 9:00 a.m. to 5:00 p.m. seven days a week except during the summer months when it is open from 9:00 a.m. to 9:00 p.m. daily. There is no charge for admission.

Second, the Botanic Garden sponsors annual plant and flower shows which are held at the conservatory. Three of these shows are installed in special display areas which total 9,000 square feet. The Chrysanthemum Show, held from late October through the Thanksgiving holiday, features a wide variety of chrysanthemums. Poinsettias and other colorful plants dominate the Annual Poinsettia

Show which begins in mid-December and lasts through the New Year.

The third major show is the Easter show, held for several weeks beginning on Palm Sunday, it features masses of spring flowering bulbs and plants. The last show of the year is the Summer Terrace Display, which is held on the front and side terraces of the conservatory. Beginning in May and lasting through September, it is highlighted by hundreds of annuals, hanging baskets, and foliage plants. In addition to these shows, the garden annually hosts shows sponsored by area garden clubs and plant societies.

The third major responsibility of the U.S. Botanic Garden is to maintain Frederic Auguste Bartholdi Park located across Independence Avenue from the rear entrance of the conservatory. Approximately one acre in size, the park features a wide variety of summer blooming annuals, herbaceous perennials, flowering bulbs, and unusual woody plants. The focal point is the historic Bartholdi Fountain, named for its creator, Frederic Auguste Bartholdi. Like the conservatory, the park is an evolving garden. Areas within Bartholdi Park are frequently being redesigned to accommodate the increasing variety of plants available for gardeners. New introductions and old favorites are constantly reviewed for performance. In October, 1985, the park was officially designated The Frederic Auguste Bartholdi Park by the Joint Committee of the Library.

The fourth major responsibility of the Botanic Garden is the maintenance of the Poplar Point Nursery located in Anacostia, Washington, D.C., just a few miles from the conservatory. This facility includes approximately 55,000 square feet under glass and twenty three (23) acres of land, five (5) of which are used for the growing of outdoor nursery stock. All of the plants used in the conservatory for the annual shows, changing displays and collections are grown at this facility. In addition, this facility produces all the herbaceous plants displayed in the park and on the conservatory grounds, the woody and herbaceous plants used outdoors on the Capitol Hill complex, those plants loaned to Congressional Offices, and palms, foliage plants, and cut flowers used for decoration at Congressional functions.

The Botanic Garden also offers group tours, which are given by prior arrangement all the year round, a series of horticultural classes held from September through June, and a plant information service which is available by telephone, letter, or walk-in, Monday through Friday from 9:00 a.m. until

11:30 a.m. These services are free of charge. The conservatory is also the site of a variety of Congressionally related functions held in the evening, after the building has been closed to the public.

Fiscal Year 1986 continued to be a time of productive change. Work continued on the plans for the relocation of the Poplar Point facilities to D.C. Village. A plaque, honoring Admiral Charles Wilkes, was installed in the conservatory. The plaque was unveiled at a dedication ceremony, sponsored by the Joint Committee on the Library and George M. White, FAIA, Architect of the Capitol. Mrs. Caroline Wooley Wilkes, a direct descendant of Admiral Wilkes, was in attendance at the ceremony.

Work began on the restoration of the Bartholdi Fountain with the scaffolding being erected in the spring and completion scheduled before winter. The two lawn areas adjacent to the main walkway in the front of the conservatory were reseeded, and all planting beds were edged and mulched. Three curvilinear beds were placed on the west side of the conservatory for display of the All America Selection trials. Additional trial beds were placed at Poplar Point and in the east courtyard of the conservatory.

In February, a reorganization plan for the Botanic Garden was approved. The Garden was reorganized into four major divisions, Conservatory, Maintenance, Production Facility, and Public Programs, with two support offices, Administration and Horticultural Services. Five branches were created under the Production Facility, Crop Production, Nursery, Foliage, Collections and Grounds. An existing foreman's position was used to create Public Programs, and a horticultural worker's position was used to create Horticultural Services. In March, the second floor of the Administrative Building was given over to the Garden to use as a Library/Conference Room, and as offices for Public Programs, the Botanist, and Horticultural Services. In early summer a Merlin phone system was installed and a new copier was leased. In the fall a new label making machine was purchased to facilitate the making of display labels.

In March, the Garden had a display in the Washington Flower and Garden Show at the Convention Center. The exhibit, a tropical garden, received an award for the Best of Show. On September 25-28, 1986, the Garden participated in the 39th annual National Capital Area Orchid Show, held in conjunction with the 31st Eastern Orchid Congress in Alexandria, Virginia. The Garden was entered into an institutional class created at the insistence of

the Smithsonian Institution to allow institutional collections to be judged. The Garden received first place in the category and in addition received the Don Richardson Award for the Best Specimen, and the J. Frank Schairer Award for the Best Species, a specimen of Gomesaecrispa which is an endangered species from Mexico.

At Poplar Point, greenhouses #11 and #12 were filled with five (5) feet of fill to return the grades to the original sill height. Following this operation, the greenhouses were reassigned to comply with the reorganization, and the crops were moved. The potting hall was repainted at the new range, and at the old range new exhaust fans and ceiling fans were installed in the headhouse. All areas were painted, relighted, and given new ceilings. The restroom walls were bricked and painted.

The shows, for the first time, featured displays in the subtropical house, beginning with the Annual Chrysanthemum Show. The Poinsettia Show featured hanging baskets on a newly installed mobile suspended from an electrically controlled winch in the Subtropical House. In the west display gallery, a twenty-five foot tree dominated a scene of props three times normal size, including a giant fireplace. The Easter Show featured a simulated reflecting pool created from spring flowering bulbs and white Easter lilies in the east display gallery. The west display gallery featured bulbs and other spring flowers ina rock garden set among trees and lush foliage. The Summer Terrace Exhibition featured new containers which allowed four individual terraces to be created. These terraces displayed a wide variety of flowering annuals and annual vines arranged in brilliant color combinations. This year also saw the return of shows sponsored by the area Begonia, Cactus and Succulent, Iris and Daffodil Societies. The attendance for all shows increased as well as the attendance for the horticultural classes.

Requests for group tours came from local and out of state school systems as well as congressional offices. VIP tours were given to people of many countries, including Great Britain, China, South America, Ireland, Japan, and India. The conservatory also continued to be a popular location for functions. During Fiscal Year 1986, a total of 23 congressionally related functions were held in the conservatory after public visiting hours during Fiscal Year 1986.

The Public Programs Office sent press releases to local radio stations, newspapers, newsletters, magazines, and other professional organizations prior to each show and horticultural

class. A schedule of classes, which contains a listing of the upcoming shows, is always available on the rack located by the entrance in the conservatory. Publicity also took other forms: the conservatory was used by many of the local television stations as background for news or weather programs, and it was filmed on several occasions by television magazine shows. The Executive Director spoke to local and area garden clubs and plant societies concerning the garden and its programs, and wrote articles for several professional publications.

Over 1200 invitations to attend the major shows and the horticultural classes were sent to the Congressional Members and their staffs prior to each event. The Horticultural Classes were upgraded with new courses and some new instructors. The plant information service, which provides horticultural and general information, established the hours of 9:00 a.m. - 11:30 a.m., Monday through Friday, to receive phone calls and walk-in inquiries. Plants, seeds and cuttings were exchanged with or received from thirty-seven (37) individuals and botanic gardens from Switzerland to Japan to England to the Carolinas.

Conservatory Division

This division maintains all the plantings, permanent or temporary, in the conservatory. This includes the installation and removal of exhibits, renovations to permanent plantings, horticultural maintenance, and all social and other uses of the facility. In addition, the division provides the guided tours of the facility. In Fiscal Year 1986, a total of 79 tours were conducted, including 19 congressional and 11 VIP tours.

Production Division

This division is reponsible for the growing, propagating and maintenance of all plants used for displays, programs, and services of the U.S. Botanic Garden and Capitol Complex. The division includes the Collections, Foliage, Nursery, Crop Production and Grounds Branches.

Crop Production Branch

This branch grows all the plants for display in the conservatory and produces all the cut flowers.

It also assists in the growing of annuals and storing large tubbed plants. In Fiscal Year 1986, 61,320 cut flowers were produced. 6,532 pots were produced for the Easter Show as well as 3,289 pots for the Annual Poinsettia Show, and 3,456 pots for the Chrysanthemum Show. For grounds display, 9,643 cannas were produced.

Foliage Branch

This branch handles all the decorations, such as palms, flower arrangements, and other plants used on Capitol Hill. It also handles the propagation and delivery of office plants and service calls for those plants to Capitol Hill offices. This fiscal year 735 centerpieces, 11,836 cut flowers, 253 vases of flowers, and 1,131 palm decorations were supplied to offices on the Capitol Grounds. In addition, the branch provided 22 wreaths for the Annual Poinsettia Show.

Nursery Branch

This branch handles all the nursery propagation and the production of all annuals. It also assists in the production of display crops and maintain the azalea and camelia display plants. In Fiscal Year 1986, over 10,000 pansies were grown for the Capitol Hill Complex, conservatory and park. In addition, the branch produced 93,730 annuals for ground display and the Terrace Show.

Collections Branch

This branch maintains all collections including the orchid collection. It handles the orchid exhibition in the conservatory and also handles outside shows as needed. In this fiscal year, 483 new plants were accessioned to the collections and 170 plants were placed on permanent exhibition.

Grounds Branch

This branch maintains all the grounds at the Poplar Point Facility, the conservatory, and the Administration Building, including Frederic Auguste Bartholdi Park. It plants the bulbs and annuals and assists the other branches as needed. In Fiscal Year 1986 the branch planted 10,000 bulbs.

Maintenance Division

This division performs all routine maintenance on equipment and structures of the garden. In addition, the division builds props for shows and special functions, maintains the heating plant, and services all systems. In Fiscal 1986, the division provided props for the First Lady's Luncheon, for the Terrace Show, and for all shows in the conservatory. The division also assisted in the project to restore the Bartholdi Fountain. This included the removal and rewiring of all the lamps around the basin and the construction of scaffolding.

SUPREME COURT

The Architect of the Capitol's staff for the Supreme Court consists of 33 positions to provide for the care and maintenance of the building structure, mechanical and electrical systems, elevator and food service equipment and the grounds and courtyards. In addition, the maintenance force assists the Marshal's Office with preparations for special functions sponsored by the Court. Administration of the Supreme Court Maintenance Organization is provided by a Supervising Engineer under the direction of the Director of Engineering. The limited size of the work force requires that all employees engage in a broad range of work activities. Work of a general nature is assigned to the Plumbing and Heating Shop. Shift personnel and maintenance workers assist all the divisions with maintenance assignments. Those trade skills that are not available to the Supreme Court work force are obtained from the Architect of the Capitol's Construction Management Division or by contract with outside contractors. In Fiscal Year 1986, the Supervising Engineer, in addition to directing the routine maintenance of the Court, coordinated several special projects. These projects included the installation of a marble wall behind the statue of John Marshall for an inscription; the replacement of concrete sidewalks with pebble walks; and the installation of emergency lights in the elevator cabs. In addition, a halon fire protection system was installed in the telephone equipment room; and numerous security improvements were made to the building.

Air Conditioning Shop

This shop is responsible for performing preventive and routine maintenance of equipment and for monitoring meters and alarms to provide acceptable building environmental conditions. It also maintains the refrigeration equipment of the food service operation. During Fiscal Year 1986, this shop built and installed various pieces of new equipment, including air monitor units to measure airborne particulants in specific building areas. In addition, the shop provided maintenance of the refrigeration equipment for the food service operation and installed a new ice maker in the cafeteria.

Electric Shop

This shop is responsible for the maintenance and repair of electrical distribution equipment and lighting and control systems. This fiscal year, projects included the rearrangement of computer equipment in Rooms G-20 and G-21 and the installation of temporary emergency lights throughout the building. In addition, the shop assisted with special Court functions by providing sound and tape recording equipment and additional lighting.

Elevator Shop

The maintenance of elevator equipment is assigned to the Library of Congress Elevator Shop and coordinated by the Supreme Court Electric Shop. Electric Shop personnel inspect the elevators each morning and notify the Library of Congress elevator mechanic if special repair work is required.

Grounds

Routine maintenance is performed on the lawn and landscaped areas adjacent to the Supreme Court Building, the four courtyard areas on the first floor, and potted plant materials located within the building. Fountains are cleaned and snow is removed. Plant material is provided for special Court functions. A special project this fiscal year was the continuation of the replacement of 360 hedge plants along Second Street, Maryland Avenue, First Street, and East Capitol Street. The parking lot was landscaped and 6,000 tulip bulbs planted. In

addition, the street parking area was modified to provide two parking spaces for the handicapped.

Masonry Shop

During Fiscal Year 1986, maintenance and repair of the interior and exterior marble and brick included the following projects: the leveling and resetting of the West Plaza pavers; the installation of access panels in various locations; the removal of several partition walls; the repair and caulking of masonry pavers in the inner courtyards; and the erection of a marble wall behind the statue of John Marshall.

Paint Shop

This shop is responsible for the maintenance and repair of protective coverings in the Supreme Court Building. Work is directed by the decorator painter with assistance provided from other divisions or the Construction Management Division depending on the size and scope of the project. Work is scheduled based on occupant activity and in consideration of the time that has lapsed since prior painting. Work accomplished during Fiscal Year 1986 included the repainting of four handicap ramps and ten sign posts.

Plumbing and Heating Shop

This shop is responsible for the preventive and active maintenance and repair of plumbing, heating, and fire protection systems. Other special trade areas that are assigned include painting, masonry, carpentry, glazing, locksmith, and roofing. This shop is responsible for shift personnel who provide a 7 day per week coverage of building operations. During Fiscal Year 1986, this shop installed new equipment and assisted with renovation projects. Special projects included replacing 40 lawn sprinklers, 7 detective convectors and 15 sets of spigots. The shop also replaced 140 windows throughout the building.

Storeroom

The storeroom provides a variety of services to assist all divisions: preparation of requisitions for tools, supplies and materials; maintenance of

inventory of tools and materials; record keeping for weekly and bi-weekly payrolls, and routing of service requests to the proper division. During Fiscal Year 1986, 317 requisitions were prepared for maintenance materials and special projects.

PROJECTS COMPLETED BY THE ARCHITECTURE DIVISION

FISCAL YEAR 1986 (By Building)

Area or Room	PROJECTS Designs and Construction Supervision
United States Capitol	
Rooms ST-2,ST-2M,ST-4,ST-4M, ST-6,ST-6M,ST-8,ST-8M,ST-10 ST-10M, & HT-1	Alterations
Rooms HT-2M - HT-6M	New corridor door
SB-Control Room	Senate broadcasting facilities
SB-6	Remodeling
SB-17 & SB-19	Alterations
SB-21	Cabinet
HB-1A	Conversion of storeroom to office
HB-16B	New office space
Senate Corridor	Checkstands
House Corridor	Pedestal for statue
Rotunda	Pedestal for statue
S-209 through S-211	Bullet resistant glazing
S-212	Window seat, partition, shelf
S-221	New partition
H-232	Cabinet
S-309	Furniture layout & new bookcase
H-404	Alteration
H-405	New translucent ceiling
Capitol Grounds	
East Front Plaza	Bollard sketches Security project Security project - parking count
D.C. Village	Nursery facilities
Botanic Gardens	
Building	Handicapped access survey
Interior North Ramps	Handicapped access
Interior South Ramps	Handicapped access
Russell Senate Office Building	
Rooms B-90 & B-92	Areaway enclosure

Corridor	Lettering and pedestal for sculpture
Room 122	Noise-control boxes
Room 135	Bookcases
Rooms 158 & 159	Noise-control boxes
Rooms 158 & 159	Enclosure for mechanical equipment
Third Floor	Toilet for the handicapped
Room 349	Enclosure for mechanical equipment
Fourth Floor	Toilet for the handicapped
Room 402	Furniture layout
Room 419	New partition
Rooms 424B,428, 428A & 432	Furniture and partition layout
Rooms 466,467 & 475	Furniture layout

Dirksen Senate Office Building

Room G-01	Furniture and partition layout
Room 115	New office design
Rooms 145 & 352	Design for computer installation
Room 419	TV platform design
Rooms 554, 556 & 558	Furniture and partition layout

Hart Senate Office Building

Atrium	Calder maquette sign standard
Rooms 109,136,328,434 & 506	Modular furniture plan
Room 115	Furniture and partition layout
Rooms 136 & 520	Cabinet design
Room 313 403	Furniture and partition layout
Room 407	Partition layout
Room 437	Furniture and partition layout
Rooms 522 & 528	Modular furniture plan
Room 630	Furniture and partition layout
Rooms 634,638,706 & 810	Modular furniture plan
Rooms 808 & 818	Furniture and partition layout
Room 825	Design for door
Room 830	Furniture and partition layout
Room 838	Furniture layout

Cannon House Office Building

Building	Handicapped access survey
Room B-65	Alterations
Rooms 113,115,120 & 215	Furniture layout
Room 123	Furniture and partition layout
Room 215	Interior design and furniture plan
Room 242A	Alterations
Rooms 415,422,423 & 428	Furniture layout

Longworth House Office Building

Electric vault	Drains
Room 1009, 1221 & 1328	Furniture layout
Room 1340	Alterations for toilet for the handicapped
Rooms 1517,1524,1640 & 1725	Furniture layout

Rayburn House Office Building

North entrance driveway	Automobile drop off
Room B-314A	Floor plan
Room B-347	Alterations
Rooms B-351B & B-351C	New partitions
Room B-353	Furniture and partition layout
Room B-361	Furniture layout
Garage Level 3	New cash room
Room G-3	Alteration
Room 2101	Acoustical panels
Room 2149	Furniture layout
Room 2318	Display case design
Room 2322	Furniture layout
Room 2325	Projection screen
Room 2365	Plan
Room 2365	Furniture layout
Room 2401	Furniture and partition layout
Room 2434	Office layout
Room 2447	Furniture layout

House Office Building Annex 1

Room 219A	New door design
Room 312	Partition
Room 603	Furniture layout
Room 608	Existing plan
Rooms 608 & 716	Furniture layout

House Office Building Annex 2

Entrance doors	Modifications
Basement	New stair and corridor design
Corridor	Design for automatic teller
Room 174	Working drawer

Rooms 179 & 183	Furniture layout
Rooms 187 & 188	Furniture and partition layout
Rooms 219 & 220	Alterations
Room 283	Furniture layout
Room 353	Alterations
Room 652	New door design
Roof	Stile, new roof and safety railing designs

501 First Street

Exterior	Handicapped ramp
All Floors	Reflected ceiling plan
Elevators	Working drawings
First Floor	Measured base plan
Second Floor	Measured base plan
First and Second Floors	Toilets
Roof	Vents for toilets

Thomas Jefferson Building

Roof	Study for repair

James Madison Memorial Building

Exhibit Hall Entrance	Banner design
Loading Dock	Security wall design

Capitol Power Plant

Second floor	Modular furniture

PROJECTS PERFORMED BY THE CONSTRUCTION MANAGEMENT DIVISION, CONSTRUCTION BRANCH (INCLUDING STONEWORK)

FISCAL YEAR 1985 (By Building)

LOCATION	ACTIVITY
United States Capitol	
Exterior of building	Pointing and caulking
Capitol Grounds	
Taft Memorial	Marble restoration - site survey and estimate
Miscellaneous retaining walls on Grounds	Repair of damage - site survey and estimate
West Terrace concrete pavers	Removal and resetting
Maryland & Pennsylvania Avenue Walkways	Replacement/repair ornamental iron/lanterns, paver survey ongoing
East Plaza & West Grounds Area	Security improvements
Dirksen Senate Office Building	
Exterior of building	Pointing and caulking
Senate Telecommunications Center	Construction of equipment room
Basement cafeteria	Construction
Ground floor carryout	Construction
Russell Senate Office Building	
Exterior of building	Pointing and caulking
Hart Senate Office Building	
Phase VII - Central Hearing Facility	Remaining work
Computer vendor area	Construction
400 N. Capitol Street	
Computer Center	Alterations
Senate Employee Child Day Care Center	Site work for trailer installation

Cannon House Office Building

Exterior of building	Pointing and caulking

Rayburn House Office Building

Exterior of building	Pointing and caulking

Longworth House Office Building

Exterior of Building	Pointing and caulking
Interior of Building	Electrical/fire protection inprovements - major project

Supreme Court

Interior	Improvements to building HVAC operations
	Install dust collection system
Exterior walks	Replace walks North and South sides
Exterior of building	Pointing and caulking

Library of Congress

Renovation and Restoration, Jefferson and Adams Buildings

Alterations to fourth floor space-Adams Building	Construction
Mechanical Equipment Rooms-Adams Building	Cable Tray Installation
Alterations for interim occupancy	Construction
Special demolition-security and dust partitions	Construction
General demolition	Construction

Thomas Jefferson Building

Exterior of building	Pointing and caulking

John Adams Building

Exterior of building	Pointing and caulking

Capitol Power Plant

Steam tunnel	Replace reinforcement & retaining walls
Ash silo	Construction
Oil tank	Construction of enclosure

Botanic Garden

Conservatory roof and exterior	Reset and replace as required flagstone terrace and granite borders. Replace frieze course and lettering
Bartholdi Fountain	Restoration

United States Capitol
Restoration of the West Central Front
Construction Data

Removal and Cleaning of Masonry--
Contract No. ACbr-753
Contractor: Polonia Restoration Co., Inc.
Original contract price.....$275,000
Change orders issued
(10 Supplements).....$53,601
Adjusted Contract amount.....$328,601
Requisitions to date.....$323,601
Work completed.....100%
Major work performed:
Removal of existing paint from the sandstone walls of the West Central Front.
Chronology:
Invitation for Bids (IFB) date.....September 13, 1983
Bid opening date.....September 23, 1983
Contract award date.....September 30, 1983
Substantial completion date.....February 2, 1984
Final payment date.....April, 1985

Test Drilling --
Contract No. ACbr-8410
Contractor: Hydro Group, Inc.
Original contract price.....$49,869.00
Contractor's proposal for change orders..(2).(9 supplements).....$43,627.18
Adjusted contract amount.....$93,496.18
Requisitions to date.....$93,496.18
Work completed.....100%
Major work performed:
Installed four (4) arch ties and six (6) wall ties.
Chronology:
Invitation for Bids (IFB) date.....November 18, 1983
Bid opening date.....November 28, 1983
Contract award date.....December 5, 1983
Substantial completion date.....February 8, 1984

General Construction --
Contract No. ACbr-84027

Contractor: Chas. H. Tompkins Co.

Original contract price	$14,764,000
Change orders issued (73) (73 Supplements)	$590,547
Adjusted contract price	$15,354,547
Supplements issued for which proposals have not been received	17
Estimated value of supplements issued	$59,795
Contractor's supplement proposal received for which change orders remain to be issued	23
Value of contractor's proposals	$438,841
Requisitions to date	$12,350,980
Work completed	87%

Major work performed:
Removal and repair, replacement and refacement of deteriorated stone, replacement of windows, installation of arch, wall, plaster and corner ties, and miscellaneous plaster work.

Chronology:

Request for Proposal (RFP) date	February 10, 1984
Proposal date	April 24, 1984
Contract award date	May 25, 1984
Second Notice to proceed date	October 29,1984
Estimated completion date	February 11, 1988

Renovation of the Immigration Building
Construction Data

General Construction
Contract No. ACso - 86019

Contractor: Associated Builders, Inc.

Original contract price	$3,949,000
Change orders issued	$000
Adjusted contract amount	$3,949,000
Supplements issued for which proposals have not been received	$000
Estimated value of supplements issued	$000
Value of contractor's proposals	$000
Requisitions to date	0
Work completed	0%

Major Work Performed:
Contractor mobilized on site and began submission of equipment, material procedures, etc. for approval.

Chronology:

Request for Proposal (RFP) date	February 20, 1986
Proposal date	April 29, 1986
Contract award date	May 19, 1986
Second Notice to Proceed date	to be issued
Estimated completion date	500 calendar days after Second Notice to Proceed

Renovation and Restoration of the

Thomas Jefferson Building

and

John Adams Building

Overview

Funding in the amount of $81 million for the Renovation and Restoration of the Library of Congress, Thomas Jefferson and John Adams Buildings, was appropriated in the Second Supplemental Appropriations Act, 1984 (P.L. 98-396).

The purpose of the renovation and restoration program is to provide modernized space and facilities for staff and visiting scholars, researchers and congressional staff. Additionally, mechanical, electrical and fire and life safety improvements will be accomplished throughout both buildings. The Thomas Jefferson Building's magnificent architecture and beauty will be restored and preserved; as will the architectural highlights of the John Adams Building.

Summary of Activities Accomplished and Underway

Milestone I
Interim Occupancy

Milestone I, Phase I, Interim Occupancy work, including permanent alterations to the fourth floor, John Adams Building, continued during Fiscal Year 1986 and is nearing completion. Progress of the permanent alterations to the fourth floor was, however, adversely affected by a fire in mechanical equipment room No. 4011 on May 29, 1986. This fire caused significant damage to the room. In addition, equipment and stored materials intended for use in room 4011 and other mechanical equipment rooms, had to be reproduced before work could proceed.

The interim occupancy activities are being accomplished by Architect of the Capitol's in-house forces. These activities encompass demolition and

installation of new permanent and/or temporary work; including architectural, electrical and mechanical applications. It is expected that all work pertaining to Phase I interim occupancy will be completed by November 30, 1986, within budget parameters established at the inception of the project and with a realized savings.

Upon completion of the Phase I interim occupancy work, a Milestone I Report, as required by provisions of the appropriation, will be prepared for presentation to the respective Appropriations Committees. The report will detail the accomplishments associated with Milestone I and will outline planned activities for the remainder of the project; Milestone II, III and IV.

Certain activities associated with the Renovation and Restoration, Phase I Construction, in the Phase I area of both buildings are proceeding and a description of some follows:

Milestone No. II
Phase I Construction

Mechanical/Electrical/Architectural Preservation

Contract No. AC1c-85066 was awarded to Grunley Walsh Construction Co., Inc. on February 26, 1986, in the amount of $18,210,000 for performance of work identified and packaged as mechanical, plumbing, fire protection, electrical, and architectural preservation. In connection with this work, Notice to Proceed (NTP) No. 1 was issued to the contractor on March 21, 1986. This NTP permitted the contractor to proceed with all off-site work, including letting of subcontracts, purchasing of materials, preparation and submittal of schedules, shop drawings, samples and other data. Certain on-site activities such as mobilization to erect temporary field office facilities, hoists, stair towers and trash chutes was permitted to commence with receipt of NTP No. 1. Notice to Proceed (NTP) No. 2 was issued to the contractor on September 29, 1986. This NTP permitted the contractor to commence with all remaining work on site.

Collonades

Proposals for the construction of collonades in areas of the Thomas Jefferson Building were received on July 17, 1986 and after evaluation

these were rejected on the basis of being excessive in cost. Modifications to the scope of work are being identified in an effort to reduce the cost of the collonade work to the level originally estimated. Some proposed modifications include changes in tele/data outlet boxes, electrical panels, pipe column dimensions, pocket door construction, mezzanine handrails and stairs. Certain clarifications, additions, and deletions to the proposal documents are being prepared and upon issuance, offerors will be requested to prepare and submit a revised proposal based on the modified scope of work.

This activity will be accomplished during Fiscal Year 1987. Work is continuing on the preparation of other documents (drawings, specifications, bid/proposal forms, etc.) for purposes of soliciting bids or proposals for other activities which are part of the Renovation and Restoration program and which are scheduled to commence during Fiscal Year 1987.

ARCHITECT OF THE CAPITOL APPROPRIATIONS
FISCAL YEARS 1983-1986
(INCLUDING SUPPLEMENTALS)

	Fiscal Year 1983		Fiscal Year 1984		Fiscal Year 1985		Fiscal Year 1986	
	Amount	Positions	Amount	Positions	Amount	Positions	Amount	Positions
Salaries, Office of the Architect of the Capitol	$ 4,518,000	127	$ 4,906,000	134	$ 5,212,000	136	$ 5,434,000	136
Contingent Expenses	210,000	...	360,000	...	235,000	...	96,000	...
Capitol Buildings	10,098,000	199	13,380,000	199	11,643,850	202	18,516,000	202
West Central Front of the Capitol	49.000,000	...	.....		.....	...	.....	...
Capitol Grounds	4,961,000	84	3,449,000	84	2,896,000	84	3,359,000	84
Acquisition of Property as an Addition to the Capitol Grounds	4,500,000	...	.....	...	.....	...	.....	...
Senate Office Buildings	21,038,000	578	24,712,000	578	20,762,000	578	18,876,000	578
House Office Buildings	20,842,000	779	21,684,000	779	22,873,000	779	21,138,000	779
Capitol Power Plant	23,150,000	104	23,602,000	104	23,904,000	104	24,068,000	104
Library Buildings and Grounds, Structural and Mechanical Care	5,151,000	133	87,570,000	133	5,799,000	133	5,536,000	133
Congressional Cemetery	300,000	...	.....	...	.....	...	.....	...
Grand Total, Architect of the Capitol	143,768,000	2,004	179,663,000	2,011	93,324,850	2,016	97,023,000	2,006
Botanic Garden, Salaries and Expenses	1,897,000	57	2,058,000	57	2,080,000	57	2,094,000	57
Care of the Building and Grounds, Supreme Court	2,000,000	33	2,571,000	33	2,242,000	33	2,223,000	33

ARCHITECT OF THE CAPITOL, SUMMARY OF APPROPRIATIONS AND AUTHORIZED POSITIONS, FISCAL YEAR 1986

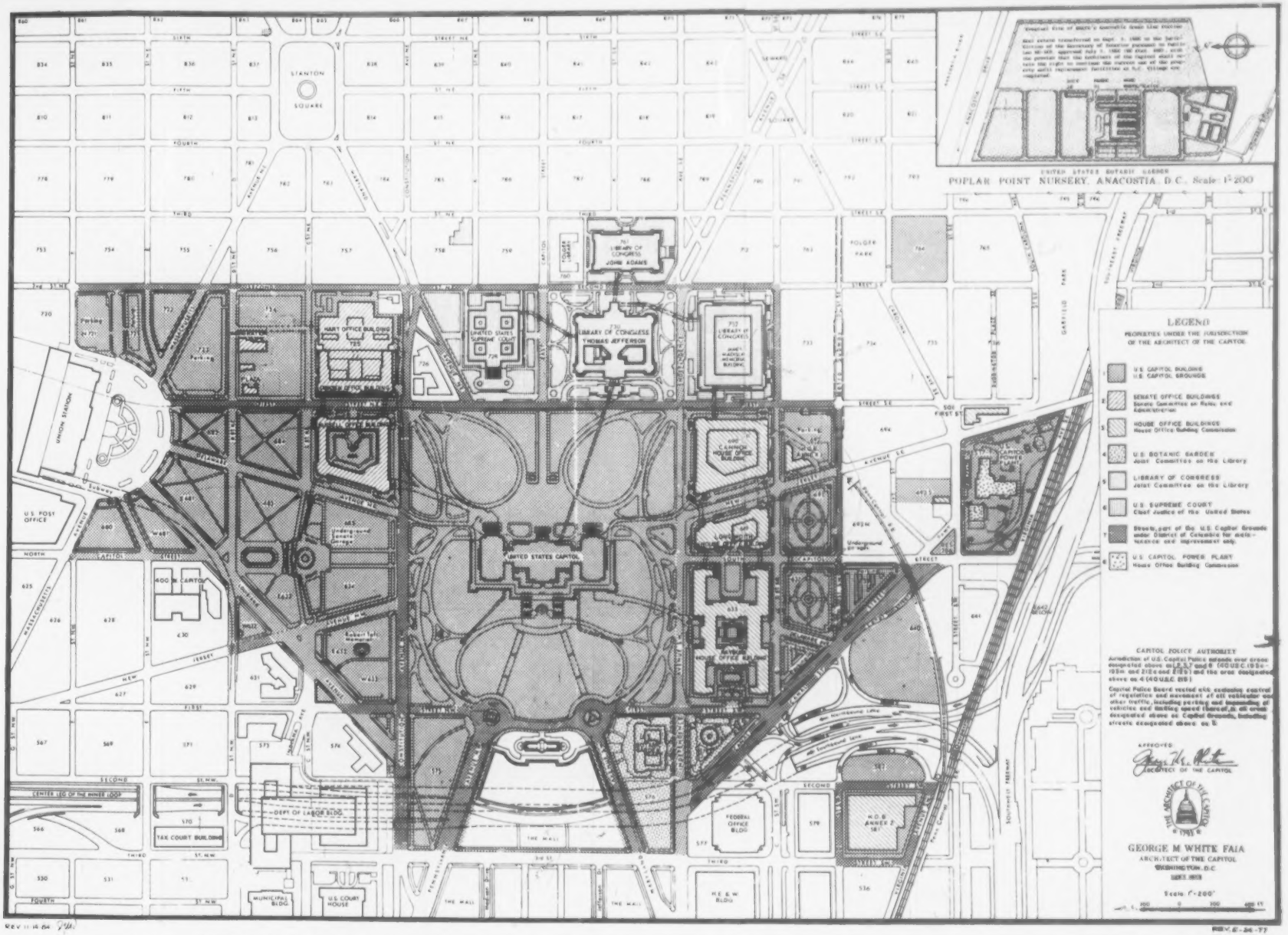
Appropriation	Amount	Number Authorized Positions
Salaries	$ 5,434,000	[1] 136
Contingent Expenses	96,000	...
Capitol Buildings	18,516,000	202
Capitol Grounds	3,359,000	84
Senate Office Buildings	18,876,000	578
House Office Buildings	21,138,000	769
Capitol Power Plant	24,068,000	104
Library Buildings and Grounds	5,536,000	133
Botanic Garden	2,094,000	57
Total	$ 99,117,000	2,063
Care of the Building and Grounds Supreme Court	$ 2,223,000	33

[1] Includes $250,000 for overall security plan study. Transferred to "Capitol Grounds" appropriation pursuant to P.L. 99-349.

Legislation Enacted During Fiscal Year 1986
Relating to the Work of the
Architect of the Capitol

Bill or Resolution	Title	Date Enacted	Public Law Number	Subject Matter
H.J. Res. 465	Making further continuing Appropriations for Fiscal Year 1986, and for other purposes	12/19/85	99-190	Makes continuing appropriations to various government agencies, also section 147 extends the Federal Employees Retirement Contribution Temporary Adjustment Act of 1983 from 1/1/86 to 5/1/86. Sets up sesquestration procedures for Government agencies.
H. Con. Res. 311	Use of Capitol Grounds	Passed House 5/13/86 Passed Senate 5/21/86		Special Olympics Torch Relay to run through the Capitol Grounds.
H.Res. 21	Congressional Child Care Center	Passe House 12/11/85		Architect of the Capitol to maintain any real property acquired as part of House Office Buildings and establishes Congressional Child Care Center.
S.1706	Administrative Office Building for use by the Supreme Court	12/25/85	99-229	Architect of the Capitol to design building for the Administrative Office of the U.S. Courts.
S. Con. Res. 84	Bust of Martin Luther King, Jr.	Passed Senate 11/ 12/85 Passed House 11/13/85		Authorized placement of bust in Rotunda for dedication ceremonies.
S. Con. Res. 126	Use of Capitol Rotunda	Passed Senate 4/11/86 Passed House 5/1/86		Commemoration of Days of Remembrance of Victims of the Holocaust.
S. Res. 28	To improve Senate Procedures	Passed Senate 2/27/86		Provided for TV coverage of Senate Floor proceedings.

Bill or Resolution	Title	Date Enacted	Public Law Number	Subject Matter
H.R. 2672	Federal Employees' Retirement Act of 1986	6/6/86	99-335	New retirement coverage for federal system employees hired after 12/31/83 and optional coverage for employees hired 12/31/83. Institutes new Thrift Savings Plan for all employees subject to retirement coverage.
H.R. 2942	Legislative Branch Appropriations, Fiscal Year 1986	11/13/86	99-151	House, Senate and joint items appropriations for FY 1986, including various apropriations for the Architect of the Capitol, of which $495,000 was made available from Capitol Grounds funds for the procurement and installation of hydraulic security barriers at vehicular entrances to the Capitol Grounds.
H.R. 2965	Department of Commerce, Justice, and State, the Judiciary, and Related Agencies Appropriation Act, 1986	12/31/85	99-180	Fiscal Year 1986 Appropriations amounts for various agencies of the U.S. Government, including $2,275,000 for the Care of the Supreme Court Building and Grounds under the jurisdiction of the Architect of the Capitol
H.R. 4382	Providence Hospital Commemorative Plaque Act	5/28/86	99-325	Requires the Architect of the Capitol to place a plaque at the original site of Providence Hospital
H.R. 4515	Urgent Supplemental Appropriations	7/2/86	99-349	Various supplemental appropriations for several government agencies including items for the Architect of the Capitol. Also $13,000,000 was authorized, upon approval of the House and Senate Committees on Appropriations, to be transferred from the Capitol Police to the Architect of the Capitol to implement an improved security plan for the U. S. Capitol.


POPLAR POINT NURSERY, ANACOSTIA, D.C., Scale: 1"=200'
LEGEND
PROPERTIES UNDER THE JURISDICTION OF THE ARCHITECT OF THE CAPITOL
1 U.S. CAPITOL BUILDING U.S. CAPITOL GROUNDS
2 SENATE OFFICE BUILDINGS Senate Committee on Rules and Administration
3 HOUSE OFFICE BUILDINGS House Office Building Commission
4 U.S. BOTANIC GARDEN Joint Committee on the Library
5 LIBRARY OF CONGRESS Joint Committee on the Library
6 U.S. SUPREME COURT Chief Justice of the United States
7 Streets, part of the U.S. Capitol Grounds under District of Columbia for maintenance and improvement only.
8 U.S. CAPITOL POWER PLANT House Office Building Commission
CAPITOL POLICE AUTHORITY
APPROVED:
ARCHITECT OF THE CAPITOL
GEORGE M WHITE FAIA
ARCHITECT OF THE CAPITOL
WASHINGTON, D.C.
Scale 1"=200'
UNION STATION
U.S. POST OFFICE
STANTON SQUARE
HART OFFICE BUILDING
UNITED STATES SUPREME COURT
LIBRARY OF CONGRESS THOMAS JEFFERSON
LIBRARY OF CONGRESS JOHN ADAMS
CANNON HOUSE OFFICE BUILDING
LONGWORTH HOUSE OFFICE BUILDING
UNITED STATES CAPITOL
DEPT OF LABOR BLDG
TAX COURT BUILDING
MUNICIPAL BLDG
U.S. COURT HOUSE
FEDERAL OFFICE BLDG
H.O.B. ANNEX 2
H.E.&W. BLDG
FOLGER PARK
GARFIELD PARK
CENTER LEG OF THE INNER LOOP
THE MALL

MAP SHOWING PROPERTIES UNDER JURISDICTION OF THE ARCHITECT OF THE CAPITOL

96-406 - 89